

Motors Liquidation Company

Field Sampling Plan

**Former Building 9, Delphi-Flint
West Facility**

Flint, Michigan

REV. 0

REV. DATE 12/30/10

December 2010

ARCADIS

Wendy S. White

Wendy White
Principal Environmental Engineer

Christopher Peters

Christopher Peters
Vice President

**Field Sampling Plan
Former Building 9, Delphi-Flint
West Facility**

Flint, Michigan

Prepared for:
Motors Liquidation Company

Prepared by:
ARCADIS U.S Inc.
10559 Citation Drive
Suite 100
Brighton
Michigan 48116
Tel 810.229.8594
Fax 810.229.8837

Our Ref.:
Project Number
B0064605.2010
Date:
December 30, 2010

1. Introduction	1
1.1 Background and Site Description	1
1.2 Project Objectives	2
1.3 Overview of Data Collection Field Activities	2
2. Field Procedures and Activities	4
2.1 Sample Designation System	4
2.2 Field Documentation	4
2.3 Soil Boring and Sampling Procedures	5
2.4 Lithologic Characterization	6
2.5 Monitoring Well Installation Procedures	6
2.6 Medium-Specific Procedures and Sampling Methods	7
2.6.1 Soil Sampling Methods	7
2.6.2 Monitoring Well Development	7
2.6.3 Groundwater Elevation and LNAPL Measurements	8
2.6.4 LNAPL Sampling Methods	8
2.6.5 Groundwater Sampling and Analysis	8
2.7 Equipment Decontamination and Cleaning	9
2.8 Waste Handling	9
3. Field Instruments	10
3.1 Portable Photoionization Analyzer	10
3.2 Oil Interface Probe	10
3.3 Groundwater Field Parameter Measurements	10
3.3.1 pH Meter	10
3.3.2 Specific Conductivity Meter	11
3.3.3 Dissolved Oxygen (DO) Meter	11
3.3.4 Oxidation-Reduction Potential (ORP) Meter	11

3.3.5	Groundwater Level Meter	11
3.3.6	Turbidity Meter	11

Figures

Figure 1	Existing Conditions Map
----------	-------------------------

Appendices

Appendix A	ARCADIS Standard Operating Procedures
Appendix B	MDNRE Remediation and Redevelopment Division Memorandum 2, Sampling and Analysis (MDNRE, 2004)

- Light nonaqueous phase liquid (LNAPL) was observed in the loading dock area near the surface; and
- Volatile organic compounds (VOCs), lead, and total polychlorinated biphenyls (PCBs) were detected in some groundwater samples, and VOCs, PCBs, arsenic, barium, chromium, lead, mercury, nickel, selenium, and zinc were detected in some soil samples.

There are currently two monitoring wells remaining at the Site from previous investigations, because all other wells were abandoned in anticipation of the demolition process and the construction of the Asylum Substation.

1.2 Project Objectives

The purpose of this project is to define the nature and extent of contamination in soil and groundwater at the Site. This primary objective and the supporting objectives discussed below are generally consistent with the ongoing streamlined Resource Conservation and Recovery Act (RCRA) Corrective Action programs.

The data collection activities will be performed to assist in delineating LNAPL and dissolved constituent plumes. The primary objectives for these data collection activities are:

- assess and delineate the extent of VOCs, LNAPL, PCBs, SVOCs, and inorganic compounds (particularly chromium) in soil and groundwater;
- collect subsurface characterization data to determine the direction and gradient of groundwater flow under the building slab; and
- provide such data to assist in determining appropriate response measures, to prevent unacceptable exposure to humans and the environment, and for compliance with regulatory programs, as appropriate.

1.3 Overview of Data Collection Field Activities

The anticipated field activities include:

- complete soil borings using direct-push methods;

- complete soil borings with using hollow-stem auger methods, for the purpose of installation of permanent groundwater monitoring wells;
- collect unsaturated soil samples, including QA/QC samples, for analytical testing for Target Compound List (TCL) and select Target Analyte List (TAL) analytes;
- develop monitoring wells.
- collect groundwater samples, including QA/QC samples, for analytical testing for TCL and select TAL analytes.
- provide survey control for all soil borings and monitoring wells.

ARCADIS has developed uniform standard operating procedures (SOPs) to be used by the field teams. These procedures are referenced in this FSP and included in **Appendix A**.

As existing ARCADIS SOPs are modified or new SOPs are developed, the updated SOPs will be used for activities covered by this FSP as appropriate.

2. Field Procedures and Activities

This section provides an overview of the field procedures to be implemented during Site investigation activities.

2.1 Sample Designation System

Each soil and groundwater sample will be assigned an identifying name (sample designation). The root sample designation will consist of the type of sample (for example, soil or groundwater), a designated sample number starting at 100, the full date in parenthesis, followed by a suffix that provides information regarding the interval sampled, if applicable. For example, SB-100(11-1-2010) (08-10) would identify a soil boring sample taken on November 1, 2010 from the 8- to 10-foot interval. Further sample designation examples can be found in the associated QAPP in Section 7.2.

Duplicate field samples for both soil and groundwater samples for QA/QC purposes will be indicated by the prefix "DUP," followed by the number of the duplicate in sequence, and then the date sampled in parenthesis. For example, the twentieth duplicate sampled at the Site on October, 10, 2010 would be labeled DUP-20(10-10-10).

Additional sample volumes collected for matrix spike (MS) and matrix spike duplicate (MSD) analyses will be noted on the chain of custody (COC) forms, and the associated additional sample containers will be labeled with the appropriate suffix (MS or MSD) after the sample collection date.

2.2 Field Documentation

Field personnel will provide comprehensive documentation covering all aspects of field sampling, field analysis, and sample chain of custody. This documentation will constitute a record that will allow reconstruction of field events to aid in the data review and interpretation process. All documents, records, and information relating to the performance of the fieldwork will be retained in the project file.

The various forms of documentation to be maintained during field procedures include:

- *Daily Documentation* – A field logbook will be kept, consisting of a waterproof, bound notebook that will record all Site activities. All logbook entries will be made with permanent ink. Any additions or corrections to the field logbook information

will be single-lined out, dated, and initialed. Field logbooks will be filled out in accordance with the Field Logbook SOP found in **Appendix A**.

- *Sampling Information* – Detailed notes will be made as to the exact Site of sampling, physical observations, personnel present, and weather conditions (as appropriate).
- *Sample Chain of Custody* – COC forms will be handled in accordance with the COC Sampling, Handling and Shipping SOP.
- *Field Equipment, Calibration, and Maintenance Logs* – To document the calibration and maintenance of field instruments, calibration and maintenance logs will be maintained for each piece of field equipment that is not factory-calibrated. Field instrument calibration will be documented in accordance with the calibration manuals included with the sampling equipment.

Information collected in the field through visual observation, manual measurement, or field instrumentation will be recorded in field notebooks or data sheets, or on prepared forms. Such data will be reviewed, by the appropriate task manager, for adherence to specific requirements associated with the groundwater investigation and for consistency. Concerns identified as a result of this review will be discussed with the field personnel, corrected if possible, and as necessary, incorporated into the data evaluation process.

Where appropriate, field data forms and calculations will be processed and included in appendices to investigation reports. The original field logs, documents, and data reductions will be maintained with the project file at the ARCADIS office in Brighton, Michigan.

2.3 Soil Boring and Sampling Procedures

Soil borings will be completed using hollow-stemmed auger (HSA) with split-spoon samplers, Rotasonic drilling methods, or to the extent feasible, direct push (Geoprobe) technology. The borings will be abandoned after sampling in accordance with the QAPP and ARCADIS SOP for Soil Drilling and Sample Collection in **Appendix A**. Soil samples for stratigraphic definition will be collected continuously as described in the above SOP.

If boring refusal is encountered, a new boring will be initiated and the previous boring abandoned. Any petroleum sheen observed during the drilling and monitoring well installation will be noted on the boring logs.

A PID will be used to obtain headspace readings of each sample interval, as well as to provide health and safety monitoring for field personnel during the drilling program, in accordance with the SOP for PID Air Monitoring and Field Screening included in **Appendix A**.

2.4 Lithologic Characterization

To provide a vertical profile of the subsurface conditions, soil samples will be collected continuously for visual classification using split-spoon, Rotosonic, or direct push sampling methods from the ground surface to the bottom of each boring. Lithologic characterization of soils will be performed in accordance with the ARCADIS SOP for Soil Description located in **Appendix A**.

Visual descriptions of the subsurface lithology will be evaluated to assess the extent to which the geologic unit may influence migration of LNAPL and dissolved-phase constituents at the Site. The visual descriptions will also provide a vertical profile of the subsurface. This information will be used to prepare detailed boring/well logs and geologic cross sections of the subsurface area. Specific details in the lithologic descriptions normally include the following:

2.5 Monitoring Well Installation Procedures

Monitoring wells will be installed and developed in accordance with the ARCADIS SOP for Monitoring Well Installation located in **Appendix A**. Monitoring wells will generally be screened to straddle the encountered water table with 10-foot well screens. However, if permeable soil layers are present below the water table, it may be appropriate to screen the monitoring well across these layers. Depending on the thickness of the permeable layers, it may be appropriate to reduce the screen length of the monitoring well to 5 feet. In addition, although deeper wells are not anticipated to be installed during the initial drilling mobilization, it is likely that for future mobilizations, deeper wells (paired with shallow wells) will be installed. Deeper monitoring wells will be installed with 5-foot well screens.

2.6 Medium-Specific Procedures and Sampling Methods

Procedures for the various data collection tasks are summarized in the following subsections. Detailed field procedures are included in **Appendix A**. Appendix A also contains other investigation-related procedures, such as cleaning equipment; packing, handling, and shipping samples; executing and monitoring sample chain of custody; and obtaining field measurements.

2.6.1 Soil Sampling Methods

Procedures for collecting soil samples for chemical analysis are included in the ARCADIS SOP for Soil Drilling and Sampling (**Appendix A**) as well as the Michigan Department of Natural Resources and the Environment's (MDNRE) Remediation and Redevelopment Division (RRD) Memorandum 2, Sampling and Analysis (Op Memo 2) (MDNRE, 2004). Op Memo 2 and its associated contents are located in **Appendix B**. Soil samples may be selected for analytical characterization from samples collected during installation of the soil boreholes, as stated in the applicable SOP. In general, unless otherwise stated in the applicable SOP, one soil sample will be collected from each borehole at the interval with the highest PID reading and/or observed impact (for example, the presence of LNAPL, odors, etc.). An additional soil sample may be collected if there are additional observations of impact at other intervals throughout the boring. If no impact is observed and there are no increased PID readings, then the sample will be collected above the water table. Saturated soil samples will not be submitted for laboratory analysis.

Soil samples will be collected as described in each of the SOPs. The soil samples will be analyzed for VOCs, SVOCs, PCBs, and select metals. Field QC samples will be collected and analyzed in accordance with the ARCADIS SOP for soil sampling.

PID readings will be recorded throughout the length of the soil boring at 2 foot intervals.

2.6.2 Monitoring Well Development

Each monitoring well will be allowed to sit for at least 24 hours after installation. Well development will be accomplished using low-flow methods and in accordance with the SOP for Low Flow Groundwater Purging and Sampling found in **Appendix A**. Each well will be surged slowly for at least 10 minutes for every five-foot interval of the screened interval. The well is then purged at a rate of 200 to 500 milliliters/minute

(ml/min) until sediment is removed and turbidity is less than or equal to 5 nephelometric units (NTUs), or until all water is evacuated from the well.

2.6.3 Groundwater Elevation and LNAPL Measurements

Water-level measurements will be collected from each monitoring well in accordance with procedures set forth in the ARCADIS SOP for Water-Level and NAPL Thickness Measurement Procedures. Measurements will be collected with a water-level probe or an oil/water interface probe, as appropriate, and measured to the nearest 0.01 foot (ft). Water levels will be converted to elevations using the surveyed measurement point (i.e., top of casing) elevations.

The water-level measurements will be used to calculate groundwater elevations and to estimate groundwater flow direction.

2.6.4 LNAPL Sampling Methods

Because LNAPL has been observed on-Site during previous investigations, sampling of LNAPL may be warranted. If LNAPL sampling is performed, the ARCADIS SOP for LNAPL Fluid Sample Collection will be followed (**Appendix A**)

2.6.5 Groundwater Sampling and Analysis

PID readings of the well headspace of each monitoring well will be recorded in the field log book or monitoring well log.

Groundwater samples will be collected from existing and newly installed monitoring wells. Low-flow sampling, using a peristaltic pump, will be employed for groundwater sampling at each monitoring well location using the sampling procedures described in the SOP for Low-Flow Groundwater Purging and Sampling.

Groundwater will be purged and groundwater parameter readings will be recorded every 5 minutes to verify stabilization. The parameters should be stabilized for at least 3 consecutive readings before a sample is collected. One representative groundwater sample from each monitoring well will be collected in the field and measured for dissolved oxygen (DO), temperature, specific electrical conductance, turbidity, pH, and oxidation-reduction potential (ORP).

Groundwater samples will be analyzed using USEPA SW-8260B methods for VOCs, SVOCs, PCBs (total and dissolved), and select metals (total and dissolved). Field QC samples will be collected and analyzed in accordance with the QAPP prepared by ARCADIS.

2.7 Equipment Decontamination and Cleaning

Prior to collecting any samples for laboratory analyses, all reusable sampling equipment and tools or dedicated equipment will be thoroughly cleaned before and after use in accordance with the ARCADIS SOP for Field equipment Decontamination.

2.8 Waste Handling

Water associated with sample collection and handling, as well as excess waters from well development and sample equipment cleaning, will be placed in drums or other appropriate containers, stored on-Site, and labeled appropriately. The material contained within the drums will be analyzed for waste characterization parameters by the analytical laboratory prior to disposal. Other waste materials developed as a result of sampling activities, such as personal protective equipment (PPE), will be placed in drums and stored on-Site. An inventory of drums containing waste materials will be kept by the supervising geologist.

Investigation-derived waste (IDW), including soil cuttings generated as a result of drilling and sampling, will be placed in drums or other appropriate containers (e.g., roll-off boxes), stored on-Site, and labeled by the supervising geologist. An inventory of all IDW generated during the investigation will be kept by the field QA officer.

Disposal of IDW will be facilitated through third-party carriers and disposal facilities.

3. Field Instruments

All field screening equipment will be calibrated immediately prior to each day's use and more frequently if required. Information regarding calibration and use of various field instruments will be provided with each piece of equipment. The calibration procedures will conform to the manufacturer's standard instructions. Records of all instrument calibration will be maintained by field personnel, and copies of the instrument manuals will be maintained on-Site with each corresponding piece of equipment.

3.1 Portable Photoionization Analyzer

The photoionization analyzer will be a Photovac MicroTip (or equivalent) (Photovac), equipped with a 10.6 eV lamp. The Photovac is capable of ionizing and detecting compounds with an ionization potential of less than 10.6 eV. Calibration will be performed according to the procedures outlined in user's manual.

3.2 Oil Interface Probe

The thickness of LNAPL, if present in monitoring wells, will be measured using an oil interface probe. The interface probe will be checked once to a standard to assess if the meter has been correctly calibrated by the manufacturer or vendor. If the markers are incorrect, the probe will be sent back to the manufacturer or vendor.

3.3 Groundwater Field Parameter Measurements

All groundwater samples will be analyzed for field parameters. The groundwater will be collected using a flow through cell, equipped with meters to continuously read pH, specific conductivity, dissolved oxygen (DO), oxidation reduction potential (ORP), and temperature. Each meter will have separate calibration solution provided with the equipment and will be calibrated according to manufacturer's instructions.

3.3.1 pH Meter

The pH of the groundwater will be measured with a pH meter. The meter will be calibrated at the start of each day of use, and after very high or low readings as required by this plan. National Institute of Standards and Technology traceable standard buffer solutions that bracket the expected pH range will be used. The standards will most likely be a pH of 4.0, 7.0, and 10.0 standard units. The pH calibration and slope knobs will be used to set the meter to display the value of the

standard being checked. The calibration data will be recorded on the calibration log or in the field logbook.

3.3.2 Specific Conductivity Meter

Specific conductivity will be measured with a specific-conductivity meter. Calibration checks using the appropriate conductivity standard for the meter will be performed at the start of each day of use, and after very high or low readings, as required by this plan. Successive readings must be within five percent to be acceptable. The calibration data will be recorded on the calibration log or in the field logbook.

3.3.3 Dissolved Oxygen (DO) Meter

DO will be measured through a DO meter, which will be calibrated, and the condition of the DO sensor will be checked at the start of each day of use. Calibration and maintenance of the DO meter will be conducted in accordance with the manufacturer's specifications. The calibration data will be recorded in the calibration log or the field logbook.

3.3.4 Oxidation-Reduction Potential (ORP) Meter

The ORP meter will be calibrated at the start of each day of use. Calibration and maintenance of the ORP meter will be conducted in accordance with the manufacturer's specifications. The calibration data will be recorded in the calibration log field logbook.

3.3.5 Groundwater Level Meter

Groundwater elevation will be measured with a water-level meter. The water-level cable will be checked once to a standard to assess if the meter has been correctly calibrated by the manufacturer or vendor. If the markers are incorrect, the probe will be sent back to the manufacturer or vendor.

3.3.6 Turbidity Meter

Groundwater turbidity will be measured using a turbidity meter. The turbidity meter will be calibrated daily prior to use. Calibration and maintenance will be conducted in accordance with the manufacturer's specifications. Calibration and maintenance information will be recorded in the calibration log or field logbook.

FIGURES



ARCADIS

Figures







ARCADIS

Appendix A

ARCADIS Standard Operating
Procedures

Soil Drilling and Sample Collection

Rev. #: 1

Rev Date: March 3, 2009

Approval Signatures

Prepared by: Caron Loff Date: 3/3/09

Reviewed by: Michael J. Hefell Date: 3/3/09
(Technical Expert)

I. Scope and Application

Overburden drilling is commonly performed using the hollow-stem auger drilling method. Other drilling methods suitable for overburden drilling, which are sometimes necessary due to site-specific geologic conditions, include: drive-and-wash, spun casing, Rotasonic, dual-rotary (Barber Rig), and fluid/mud rotary. Direct-push techniques (e.g., Geoprobe or cone penetrometer) may also be used. The drilling method to be used at a given site will be selected based on site-specific consideration of anticipated drilling depths, site or regional geologic knowledge, types of sampling to be conducted, required sample quality and volume, and cost.

No oils or grease will be used on equipment introduced into the boring (e.g., drill rod, casing, or sampling tools).

II. Personnel Qualifications

The Project Manager (a qualified geologist, environmental scientist, or engineer) will identify the appropriate soil boring locations, depth and soil sample intervals in a written plan.

Personnel responsible for overseeing drilling operations must have at least 16 hours of prior training overseeing drilling activities with an experienced geologist, environmental scientist, or engineer with at least 2 years of prior experience.

III. Equipment List

The following materials will be available during soil boring and sampling activities, as required:

- Site Plan with proposed soil boring/well locations;
- Work Plan or Field Sampling Plan (FSP), and site Health and Safety Plan (HASP);
- personal protective equipment (PPE), as required by the HASP;
- drilling equipment required by the American Society for Testing and Materials (ASTM) D 1586, when performing split-spoon sampling;
- disposable plastic liners, when drilling with direct-push equipment;
- appropriate soil sampling equipment (e.g., stainless steel spatulas, knife);

- equipment cleaning materials;
- appropriate sample containers and labels;
- chain-of-custody forms;
- insulated coolers with ice, when collecting samples requiring preservation by chilling;
- photoionization detector (PID) or flame ionization detector (FID); and
- field notebook and/or personal digital assistant (PDA).

IV. Cautions

Prior to beginning field work, underground utilities in the vicinity of the drilling areas will be identified by one of the following three actions (lines of evidence):

- Contact the State One Call
- Obtain a detailed site utility plan drawn to scale, preferably an "as-built" plan
- Conduct a detailed visual site inspection

In the event that one or more of the above lines of evidence cannot be conducted, or if the accuracy of utility location is questionable, a minimum of one additional line of evidence will be utilized as appropriate or suitable to the conditions. Examples of additional lines of evidence include but are not limited to:

- Private utility locating service
- Research of state, county or municipal utility records and maps including computer drawn maps or geographical information systems (GIS)
- Contact with the utility provider to obtain their utility location records
- Hand augering or digging
- Hydro-knife
- Air-knife

- Radio Frequency Detector (RFD)
- Ground Penetrating Radar (GPR)
- Any other method that may give ample evidence of the presence or location of subgrade utilities.

Overhead power lines also present risks and the following safe clearance must be maintained from them.

Power Line Voltage Phase to Phase (kV)	Minimum Safe Clearance (feet)
50 or below	10
Above 50 to 200	15
Above 200 to 350	20
Above 350 to 500	25
Above 500 to 750	35
Above 750 to 1,000	35

ANSI Standard B30.5-1994, 5-3.4.5

Avoid using drilling fluids or materials that could impact groundwater or soil quality, or could be incompatible with the subsurface conditions.

Water used for drilling and sampling of soil or bedrock, decontamination of drilling/sampling equipment, or grouting boreholes upon completion will be of a quality acceptable for project objectives. Testing of water supply should be considered.

Specifications of materials used for backfilling borehole will be obtained, reviewed and approved to meet project quality objectives.

V. Health and Safety Considerations

Field activities associated with overburden drilling and soil sampling will be performed in accordance with a site-specific HASP, a copy of which will be present on site during such activities.

VI. Procedure

Drilling Procedures

The drilling contractor will be responsible for obtaining accurate and representative samples; informing the supervising geologist of changes in drilling pressure; and keeping a separate general log of soils encountered, including blow counts (i.e., the number of blows from a soil sampling drive weight [140 pounds] required to drive the split-barrel sampler in 6-inch increments). Records will also be kept of occurrences of premature refusal due to boulders or construction materials that may have been used as fill. Where a boring cannot be advanced to the desired depth, the boring will be abandoned and an additional boring will be advanced at an adjacent location to obtain the required sample. Where it is desirable to avoid leaving vertical connections between depth intervals, the borehole will be sealed using cement and/or bentonite. Multiple refusals may lead to a decision by the supervising geologist to abandon that sampling location.

Soil Sampling Procedures

Samples of subsurface materials encountered while drilling soil borings will be collected using one of the following methods:

- 2-inch split-barrel (split-spoon) sampler, if using the ASTM D 1586 - Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils
- Plastic internal soil sample sleeves if using direct-push drilling.

Soil samples are typically field screened with an FID or PID at sites where volatile organic compounds are present in the subsurface. Field screening is performed using one of the following methods:

- Upon opening the sampler, the soil is split open and the PID or FID probe is placed in the opening and covered with a gloved hand. Such readings should be obtained at several locations along the length of the sample
- A portion of the collected sample is placed in a jar, which is covered with aluminum foil, sealed, and allowed to warm to room temperature. After warming, the cover is removed, the foil is pieced with the FID or PID probe, and a reading is obtained.

Samples selected for laboratory analysis will be handled, packed, and shipped in accordance with the procedures outlined in the Work Plan, FSP, or Chain-of-Custody, Handling, Packing, and Shipping SOP.

A geologist will be onsite during drilling and sampling operations to describe each soil sample on the soil boring log, including:

- percent recovery;
- structure and degree of sample disturbance;
- soil type;
- color;
- moisture condition;
- density;
- grain-size;
- consistency; and
- other observations, particularly relating to the presence of waste materials

Further details regarding geologic description of soil samples are presented in the Soil Description SOP.

Particular care will be taken to fully describe any sheens observed, oil saturation, staining, discoloration, evidence of chemical impacts, or unnatural materials.

VII. Waste Management

Water generated during cleaning procedures will be collected and contained onsite in appropriate containers for future analysis and appropriate disposal.

PPE (such as gloves, disposable clothing, and other disposable equipment) resulting from personnel cleaning procedures and soil sampling/handling activities will be placed in plastic bags. These bags will be transferred into appropriately labeled 55-gallon drums or a covered roll-off box for appropriate disposal.

Soil materials will be placed in sealed 55-gallon steel drums or covered roll-off boxes and stored in a secured area. Once full, the material will be analyzed to determine the appropriate disposal method.

VIII. Data Recording and Management

The supervising geologist or scientist will be responsible for documenting drilling events using a bound field notebook and/or PDA to record all relevant information in a clear and concise format. The record of drilling events will include:

- start and finish dates of drilling;
- name and location of project;
- project number, client, and site location;
- sample number and depths;
- blow counts and recovery;
- depth to water;
- type of drilling method;
- drilling equipment specifications, including the diameter of drilling tools;
- documentation of any elevated organic vapor readings;
- names of drillers, inspectors, or other people onsite; and
- weather conditions.

IX. Quality Assurance

Equipment will be cleaned prior to use onsite, between each drilling location, and prior to leaving the site. Drilling equipment and associated tools, including augers, drill rods, sampling equipment, wrenches, and other equipment or tools that may have come in contact with soils and/or waste materials will be cleaned with high-pressure steam-cleaning equipment using a potable water source. The drilling equipment will be cleaned in an area designated by the supervising engineer or geologist that is located outside of the work zone. More elaborate cleaning procedures may be

required for reusable soil samplers (split-spoons) when soil samples are obtained for laboratory analysis of chemical constituents.

X. References

American Society of Testing and Materials (ASTM) D 1586 - *Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils.*


Field Equipment Decontamination

Rev. #: 3

Rev Date: April 26, 2010

Approval Signatures

Prepared by:


Keith Shepherd

Date:

4/26/2010

Reviewed by:


Richard Murphy (Technical Expert)

Date:

4/26/2010

I. Scope and Application

Equipment decontamination is performed to ensure that sampling equipment that contacts a sample, or monitoring equipment that is brought into contact with environmental media to be sampled, is free from analytes of interest and/or constituents that would interfere with laboratory analysis for analytes of interest. Equipment must be cleaned prior to use for sampling or contact with environmental media to be sampled, and prior to shipment or storage. The effectiveness of the decontamination procedure should be verified by collecting and analyzing equipment blank samples.

The equipment cleaning procedures described herein includes pre-field, in the field, and post-field cleaning of sampling tools which will be conducted at an established equipment decontamination area (EDA) on site (as appropriate). Equipment that may require decontamination at a given site includes: soil sampling tools; groundwater, sediment, and surface-water sampling devices; water testing instruments; down-hole instruments; and other activity-specific sampling equipment. Non-disposable equipment will be cleaned before collecting each sample, between sampling events, and prior to leaving the site. Cleaning procedures for sampling equipment will be monitored by collecting equipment blank samples as specified in the applicable work plan or field sampling plan. Dedicated and/or disposable (not to be re-used) sampling equipment will not require decontamination.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training, including 40-hour HAZWOPER training, site supervisor training, and site-specific training, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the skills and experience necessary to successfully complete the desired fieldwork. The project HASP and other documents will identify any other training requirements such as site specific safety training or access control requirements.

III. Equipment List

- health and safety equipment, as required in the site Health and Safety Plan (HASP)
- distilled water

- Non-phosphate detergent such as Alconox or, if sampling for phosphorus phosphorus-containing compounds, Luminol (or equivalent).
- tap water
- rinsate collection plastic containers
- DOT-approved waste shipping container(s), as specified in the work plan or field sampling plan (if decontamination waste is to be shipped for disposal)
- brushes
- large heavy-duty garbage bags
- spray bottles
- (Optional) – Isopropyl alcohol (free of ketones) or methanol
- Ziploc-type bags
- plastic sheeting

IV. Cautions

Rinse equipment thoroughly and allow the equipment to dry before re-use or storage to prevent introducing solvent into sample medium. If manual drying of equipment is required, use clean lint-free material to wipe the equipment dry.

Store decontaminated equipment in a clean, dry environment. Do not store near combustion engine exhausts.

If equipment is damaged to the extent that decontamination is uncertain due to cracks or dents, the equipment should not be used and should be discarded or submitted for repair prior to use for sample collection.

A proper shipping determination will be performed by a DOT-trained individual for cleaning materials shipped by ARCADIS.

V. Health and Safety Considerations

Review the material safety data sheets (MSDS) for the cleaning materials used in decontamination. If solvent is used during decontamination, work in a well-ventilated area and stand upwind while applying solvent to equipment. Apply solvent in a manner that minimizes potential for exposure to workers. Follow health and safety procedures outlined in the HASP.

VI. Procedure

A designated area will be established to clean sampling equipment in the field prior to sample collection. Equipment cleaning areas will be set up within or adjacent to the specific work area, but not at a location exposed to combustion engine exhaust. Detergent solutions will be prepared in clean containers for use in equipment decontamination.

Cleaning Sampling Equipment

1. Wash the equipment/pump with potable water.
2. Wash with detergent solution (Alconox, Liquinox or equivalent) to remove all visible particulate matter and any residual oils or grease.
3. If equipment is very dirty, precleaning with a brush and tap water may be necessary.
4. (Optional) – Flush with isopropyl alcohol (free of ketones) or with methanol. This step is optional but should be considered when sampling in highly impacted media such as non-aqueous phase liquids or if equipment blanks from previous sampling events showed the potential for cross contamination of organics.
5. Rinse with distilled/deionized water.

Decontaminating Submersible Pumps

Submersible pumps may be used during well development, groundwater sampling, or other investigative activities. The pumps will be cleaned and flushed before and between uses. This cleaning process will consist of an external detergent solution wash and tap water rinse, a flush of detergent solution through the pump, followed

by a flush of potable water through the pump. Flushing will be accomplished by using an appropriate container filled with detergent solution and another contained filled with potable water. The pump will run long enough to effectively flush the pump housing and hose (unless new, disposable hose is used). Caution should be exercised to avoid contact with the pump casing and water in the container while the pump is running (do not use metal drums or garbage cans) to avoid electric shock. Disconnect the pump from the power source before handling. The pump and hose should be placed on or in clean polyethylene sheeting to avoid contact with the ground surface.

VII. Waste Management

Equipment decontamination rinsate will be managed in conjunction with all other waste produced during the field sampling effort. Waste management procedures are outlined in the work plan or Waste Management Plan (WMP).

VIII. Data Recording and Management

Equipment cleaning and decontamination will be noted in the field notebook. Information will include the type of equipment cleaned, the decontamination location and any deviations from this SOP. Specific factors that should be noted include solvent used (if any), and source of water.

Any unusual field conditions should be noted if there is potential to impact the efficiency of the decontamination or subsequent sample collection.

An inventory of the solvents brought on site and used and removed from the site will be maintained in the files. Records will be maintained for any solvents used in decontamination, including lot number and expiration date.

Containers with decontamination fluids will be labeled.

IX. Quality Assurance

Equipment blanks should be collected to verify that the decontamination procedures are effective in minimizing potential for cross contamination. The equipment blank is prepared by pouring deionized water over the clean and dry tools and collecting the deionized water into appropriate sample containers. Equipment blanks should be analyzed for the same set of parameters that are performed on the field samples collected with the equipment that was cleaned. Equipment blanks are collected per equipment set, which represents all of the tools needed to collect a specific sample.

X. References

USEPA Region 9, Field Sampling Guidance #1230, Sampling Equipment Decontamination.

USEPA Region 1, Low Stress (low flow) Purging and Sampling Procedure for the Collection of Groundwater Samples from Monitoring Wells.

Water-Level and NAPL Thickness Measurement Procedures

Rev. #: 0

Rev Date: February 27, 2009

Approval Signatures

Prepared by: Andrew Korik
Andrew Korik

Date: 2/27/09

Reviewed by: Michael J. Gefell
Michael Gefell (Technical Expert)

Date: 2/27/09

I. Scope and Application

Monitoring well water levels and thickness of non-aqueous phase liquids (NAPLs) will be determined, as appropriate, to develop groundwater elevation contour maps and to assess the presence or absence of NAPL in wells. This SOP applies to light and/or dense NAPLs (LNAPLs and DNAPLs, respectively). In addition, because this SOP describes water-level measurement from surveyed measurement points, this SOP can be followed, to obtain surface water level measurements from surveyed measurement points.

Fluid levels will be measured using an electric water-level probe and/or NAPL-water interface probe from established reference points. Reference points are surveyed, and are established at the highest point at the top of well riser, and will be based on mean sea level, or local/onsite datum. The Operating and Maintenance (O&M) Instruction Manual for the electric water level probe and/or and interface probe should be reviewed prior to commencing work for safe and accurate operation.

II. Personnel Qualifications

Individuals conducting fluid level measurements will have been trained in the proper use of the instruments, including their use for measuring fluid levels and the bottom depth of wells. In addition, ARCADIS field sampling personnel will have current health and safety training including 40-hour HAZWOPER training, site supervisor training, site-specific training, first aid, and CPR, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the required skills and experience necessary to successfully complete the desired field work. ARCADIS field personnel will also be compliant with client-specific training requirements, such as (but not limited to) LPS or other behavior-based training, and short-service employee restrictions.

III. Equipment List

The following materials, as required, shall be available during fluid level measurements.

- photoionization detector (PID)
- appropriate health and safety equipment, as specified in the site Health and Safety Plan (HASP)

- laboratory-type soap (Alconox or equivalent), methanol/hexane rinse, potable water, distilled water, and/or other equipment that may be needed for decontamination purposes
- electronic NAPL-water interface probe
- electronic water-level meter
- 6-foot engineer's rule
- portable containers
- plastic sheeting
- field logbook and/or personal digital assistant (PDA)
- indelible ink pen
- digital camera (optional, if allowed by site policy)

IV. Cautions

Electronic water-level probes and NAPL-water interface probes can sometimes produce false-positive readings. For example, if the inside surface of the well has condensation above the water level, then an electronic water-level probe may produce a signal by contacting the side of the well rather than the true water level in the well. In addition, NAPL-water interface probes can sometimes indicate false positive signals when contacting a sediment layer on the bottom of a well. In contrast, a NAPL-water interface probe may produce a false-negative (no signal) if a floating layer of non-aqueous phase liquid (NAPL) is too thin, such as a film or sheen. To produce reliable data, the electronic water level probe and/or interface probe should be raised and lowered several times at the approximate depth where the instrument produces a tone indicating a fluid interface to verify consistent, repeatable results. In addition, a bottom-loading bailer should periodically be used to check for the presence of NAPLs rather than relying solely on the NAPL-water interface probe.

The graduated tape or cable with depth markings is designed to indicate the depth of the electronic sensor that detects the fluid interface, but not the depth of the bottom of the instrument. When using these devices to measure the total well depth, the additional length of the instrument below the electronic sensor must be added to the apparent well depth reading, as observed on the tape or cable of the instrument, to obtain the true total depth of the well. If the depth markings on the tape or cable are

worn or otherwise difficult to read, extra care must be taken in obtaining the depth readings.

V. Health and Safety Considerations

The HASP will be followed, as appropriate, to ensure the safety of field personnel. Access to wells may expose field personnel to hazardous materials such as contaminated groundwater or NAPL. Other potential hazards include stinging insects that may inhabit well heads, other biologic hazards, and potentially the use of sharp cutting tools (scissors, knife). Appropriate personal protective equipment (PPE) will be worn during these activities. Field personnel will thoroughly review client-specific health and safety requirements, which may preclude the use of fixed/folding-blade knives.

VI. Procedure

Calibration Procedures

If there is any uncertainty regarding the accuracy of the tape or cable associated with the electronic water-level probe or NAPL-water interface probe, it should be checked versus a standard length prior to use to assess if the tape or cable above the meter has been correctly calibrated by the manufacturer, and to identify evidence of tape or cable stretching, etc.

1. Measure the lengths between markers on the cable with a 6-foot engineer's rule or a fiberglass engineer's tape. The tape or cable associated with the electronic water-level probe or NAPL-water interface probe should be checked for the length corresponding to the deepest total well depth to be monitored during the data collection event.
2. If the length designations on the tape or cable associated with the electronic water-level probe or NAPL-water interface probe are found to be incorrect, the probe will not be used until it is repaired by the manufacturer.
3. Record verification of this calibration process in field logbook or PDA.

Measurement Procedures

The detailed procedure for obtaining fluid level depth measurements is as follows. Field notes on logs will be treated as secured documentation and indelible ink will be used. As a general rule, the order of measuring should proceed from the least to most contaminated monitoring wells, based on available data.

1. Identify site and well number in field logbook using indelible ink, along with date, time, personnel, and weather conditions.
2. Field personnel will avoid activities that may introduce contamination into monitoring wells. Activities such as dispensing gasoline into vehicles or generators should be accomplished well in advance of obtaining field measurements.
3. Don PPE as required by the HASP..
4. Clean the NAPL/water interface probe and cable in accordance with the appropriate cleaning procedures. Down-hole instrumentation should be cleaned prior to obtaining readings at the first monitoring well and upon completion of readings at each well.
5. Clean the NAPL/water level interface probe and cable with a soapy (Alconox) water rinse followed by a solvent rinse (if appropriate based on site-specific constituents of concern) an analyte-free water rinse. Contain rinse water in a portable container that will be transferred to an on-site container.
6. Put clean plastic sheeting on the ground next to the well.
7. Unlock and open the well cover while standing upwind from the well. Place the well cap on the plastic sheeting.
8. Locate a measuring reference point on the well casing. If one is not found, initiate a reference point at the highest discernable point on the inner casing (or outer if an inner casing is not present) by notching with a hacksaw, or using an indelible marker. All down-hole measurements will be taken from the reference point established at each well on the inner casing (on the outer only if an inner casing is not present).
9. Measure to the nearest hundredth of a foot and record the height of the inner and outer casings (from reference point, as appropriate) to ground level.
10. Record the inside diameter of the well casing in the field log.
11. If an electronic water level probe is used to measure the water level, lower the probe until it emits a signal (tone and or light) indicating the top of the water surface. Gently raise and lower the instrument through this interface to confirm its depth. Measure and record the depth of the water surface, and the total well depth, to the nearest hundredth of a foot from the reference point at the top of

the well. Lower the probe to the bottom of the well to obtain a total depth measurement.

12. If a NAPL/water interface probe is being used to measure the depth and thickness of NAPL, lower the instrument until it emits a signal (tone and or light) indicating whether LNAPL is present. Continue to lower the NAPL/water level interface probe until it indicates the top of water. Lower the probe to the bottom of the well to obtain a total depth measurement. Note also of the depth indicating the bottom of water and top of DNAPL layer, if any, based on the signal emitted by the interface probe. At each fluid interface, gently raise and lower the instrument through each the interface to confirm its depth. Measure to the nearest hundredth of a foot and record the depth of each fluid interface, and the total well depth, from the reference point.
13. Clean the NAPL/water interface probe and cable in accordance with the appropriate cleaning procedures.
14. If using a bailer to confirm the presence/absence of NAPL, the bailer should either have been previously dedicated to the well, or be a new previously unused bailer.
15. Compare the depth of the well to previous records, and note any discrepancy.
16. Lock the well when all activities are completed.

VII. Waste Management

Decontamination fluids, PPE, and other disposable equipment will be properly stored on site in labeled containers and disposed of properly. Be certain that waste containers are properly labeled and documented in the field log book. Review appropriate waste management SOPs, which may be state- or client-specific.

VIII. Data Recording and Management

Fluid level measurement data will be recorded legibly on "write-in-the-rain" field notebook in indelible pen and/or a PDA. Field situations such as apparent well damage or suspected tampering, or other observations of conditions that may result in compromised data collection will be photographically documented where practicable.

IX. Quality Assurance

As described in the detailed procedure, the electronic water-level meter and/or NAPL-water interface probe will be calibrated prior to use versus an engineer's rule to ensure accurate length demarcations on the tape or cable. Fluid interface measurements will be verified by gently raising and lowering the instrument through each interface to confirm repeatable results.

X. References

No literature references are required for this SOP.

Chain-of-Custody, Handling, Packing and Shipping

Rev. #: 2

Rev Date: March 6, 2009

Approval Signatures

Prepared by:


Caron Koll

Date: 3/6/09

Reviewed by:


Jane Kennedy (Technical Expert)

Date: 3/6/09

I. Scope and Application

This Standard Operating Procedure (SOP) describes the chain-of-custody, handling, packing, and shipping procedures for the management of samples to decrease the potential for cross-contamination, tampering, mis-identification, and breakage, and to insure that samples are maintained in a controlled environment from the time of collection until receipt by the analytical laboratory.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training, including 40-hour HAZWOPER training, Department of Transportation (DOT) training, site supervisor training, and site-specific training, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the skills and experience necessary to successfully complete the desired field work.

III. Equipment List

The following list provides materials that may be required for each project. Project documents and sample collection requirements should be reviewed prior to initiating field operations:

- indelible ink pens (black or blue);
- polyethylene bags (resealable-type);
- clear packing tape, strapping tape, duct tape;
- chain of custody
- DOT shipping forms, as applicable
- custody seals or tape;
- appropriate sample containers and labels,;
- insulated coolers of adequate size for samples and sufficient ice to maintain 4°C during collection and transfer of samples;
- wet ice;
- cushioning and absorbent material (i.e., bubble wrap or bags);

- temperature blank
- sample return shipping papers and addresses; and
- field notebook.

IV. Cautions

Review project requirements and select appropriate supplies prior to field mobilization.

Insure that appropriate sample containers with applicable preservatives, coolers, and packing material have been supplied by the laboratory.

Understand the offsite transfer requirements for the facility at which samples are collected.

If overnight courier service is required schedule pick-up or know where the drop-off service center is located and the hours of operation. Prior to using air transportation, confirm air shipment is acceptable under DOT and International Air Transport Association (IATA) regulation

Schedule pick-up time for laboratory courier or know location of laboratory/service center and hours of operation.

Understand DOT and IATA shipping requirements and evaluate dangerous goods shipping regulations relative to the samples being collected (i.e. complete an ARCADIS shipping determination). Review the ARCADIS SOPs for shipping, packaging and labeling of dangerous goods. Potential samples requiring compliance with this DOT regulation include:

- Methanol preservation for Volatile Organic Compounds in soil samples
- Non-aqueous phase liquids (NAPL)

V. Health and Safety Considerations

Follow health and safety procedures outlined in the project/site Health and Safety Plan (HASP).

Use caution and appropriate cut resistant gloves when tightening lids to 40 mL vials. These vials can break while tightening and can lacerate hand. Amber vials (thinner glass) are more prone to breakage.

Some sample containers contain preservatives.

- The preservatives must be retained in the sample container and should in no instance be rinsed out.
- Preservatives may be corrosive and standard care should be exercised to reduce potential contact to personnel skin or clothing. Follow project safety procedures if spillage is observed.
- If sample container caps are broken discard the bottle. Do not use for sample collection.

VI. Procedure

Chain-of-Custody Procedures

1. Prior to collecting samples, complete the chain-of-custody record header information by filling in the project number, project name, and the name(s) of the sampling technician(s) and other relevant project information. Attachment 1 provides an example chain-of-custody record
2. Chain-of-custody information **MUST** be printed legibly using indelible ink (black or blue).
3. After sample collection, enter the individual sample information on the chain-of-custody:
 - a. Sample Identification indicates the well number or soil location that the sample was collected from. Appropriate values for this field include well locations, grid points, or soil boring identification numbers (e.g., MW-3, X-20, SB-30). When the depth interval is included, the complete sample ID would be "SB-30 (0.5-1.0) where the depth interval is in feet. Please note it is very important that the use of hyphens in sample names and depth units (i.e., feet or inches) remain consistent for all samples entered on the chain-of-custody form. **DO NOT** use the apostrophe or quotes in the sample ID. Sample names may also use the abbreviations "FB," "TB," and "DUP" as prefixes or suffixes to indicate that the sample is a field blank, trip blank, or field duplicate, respectively. **NOTE:** The sample

nomenclature may be dictated by the project database and require unique identification for each sample collected for the project. Consult the project data management plan for additional information regarding sample identification.

- b. List the date of sample collection. The date format to be followed should be mm/dd/yy (e.g., 03/07/09) or mm/dd/yyyy (e.g. 03/07/2009).
- c. List the time that the sample was collected. The time value should be presented using military format. For example, 3:15 P.M. should be entered as 15:15.
- d. The composite field should be checked if the sample is a composite over a period of time or from several different locations and mixed prior to placing in sample containers.
- e. The "Grab" field should be marked with an "X" if the sample was collected as an individual grab sample. (e.g. monitoring well sample or soil interval).
- f. Any sample preservation should be noted.
- g. The analytical parameters that the samples are being analyzed for should be written legibly on the diagonal lines. As much detail as possible should be presented to allow the analytical laboratory to properly analyze the samples. For example, polychlorinated biphenyl (PCB) analyses may be represented by entering "PCBs" or "Method 8082." Multiple methods and/or analytical parameters may be combined for each column (e.g., PCBs/VOCs/SVOCs or 8082/8260/8270). These columns should also be used to present project-specific parameter lists (e.g., Appendix IX+3 target analyte list. Each sample that requires a particular parameter analysis will be identified by placing the number of containers in the appropriate analytical parameter column. For metals in particular, indicate which metals are required.
- h. Number of containers for each method requested. This information may be included under the parameter or as a total for the sample based on the chain of custody form used.
- i. Note which samples should be used for site specific matrix spikes.
- j. Indicate any special project requirements.

- k. Indicate turnaround time required.
 - l. Provide contact name and phone number in the event that problems are encountered when samples are received at the laboratory.
 - m. If available attach the Laboratory Task Order or Work Authorization forms
 - n. The remarks field should be used to communicate special analytical requirements to the laboratory. These requirements may be on a per sample basis such as "extract and hold sample until notified," or may be used to inform the laboratory of special reporting requirements for the entire sample delivery group (SDG). Reporting requirements that should be specified in the remarks column include: 1) turnaround time; 2) contact and address where data reports should be sent; 3) name of laboratory project manager; and 4) type of sample preservation used.
 - o. The "Relinquished By" field should contain the signature of the sampling technician who relinquished custody of the samples to the shipping courier or the analytical laboratory.
 - p. The "Date" field following the signature block indicates the date the samples were relinquished. The date format should be mm/dd/yyyy (e.g., 03/07/2005).
 - q. The "Time" field following the signature block indicates the time that the samples were relinquished. The time value should be presented using military format. For example, 3:15 P.M. should be entered as 15:15.
 - r. The "Received By" section is signed by sample courier or laboratory representative who received the samples from the sampling technician or it is signed upon laboratory receipt from the overnight courier service.
- 3. Complete as many chain-of-custody forms as necessary to properly document the collection and transfer of the samples to the analytical laboratory.
 - 4. Upon completing the chain-of-custody forms, forward two copies to the analytical laboratory and retain one copy for the field records.
 - 5. If electronic chain-of-custody forms are utilized, sign the form and make 1 copy for ARCADIS internal records and forward the original with the samples to the laboratory.

Handling Procedures

1. After completing the sample collection procedures, record the following information in the field notebook with indelible ink:
 - project number and site name;
 - sample identification code and other sample identification information, if appropriate;
 - sampling method;
 - date;
 - name of sampler(s);
 - time;
 - location (project reference);
 - location of field duplicates and both sample identifications;
 - locations that field QC samples were collected including equipment blanks, field blanks and additional sample volume for matrix spikes; and
 - any comments.
2. Complete the sample label with the following information in indelible ink:
 - sample type (e.g., surface water);
 - sample identification code and other sample identification information, if applicable;
 - analysis required;
 - date;
 - time sampled; and
 - initials of sampling personnel;

- sample matrix; and
 - preservative added, if applicable.
3. Cover the label with clear packing tape to secure the label onto the container and to protect the label from liquid.
 4. Confirm that all caps on the sample containers are secure and tightly closed.
 5. In some instances it may be necessary to wrap the sample container cap with clear packing tape to prevent it from becoming loose.
 6. For some projects individual custody seals may be required. Custody seal evidence tape may be placed on the shipping container or they may be placed on each sample container such that the cooler or cap cannot be opened without breaking the custody seal. The custody seal should be initialed and dated prior to relinquishing the samples.

Packing Procedures

Following collection, samples must be placed on wet ice to initiate cooling to 4°C immediately. Retain samples on ice until ready to pack for shipment to the laboratory.

1. Secure the outside and inside of the drain plug at the bottom of the cooler being used for sample transport with "Duct" tape.
2. Place a new large heavy duty plastic garbage bag inside each cooler
3. Place each sample bottle wrapped in bubble wrap inside the garbage bag. VOC vials may be grouped by sample in individual resealable plastic bags). If a cooler temperature blank is supplied by the laboratory, it should be packaged following the same procedures as the samples. If the laboratory did not include a temperature blank, do not add one. Place 1 to 2 inches of cushioning material (i.e., vermiculite) at the bottom of the cooler.
4. Place the sealed sample containers upright in the cooler.
5. Package ice in large resealable plastic bags and place inside the large garbage bag in the cooler. Samples placed on ice will be cooled to and maintained at a temperature of approximately 4°C.

6. Fill the remaining space in the cooler with cushioning material such as bubble wrap. The cooler must be securely packed and cushioned in an upright position and be surrounded (Note: to comply with 49 CFR 173.4, filled cooler must not exceed 64 pounds).
7. Place the completed chain-of-custody record(s) in a large resealable bag and tape the bag to the inside of the cooler lid.
8. Close the lid of the cooler and fasten with packing tape.
9. Wrap strapping tape around both ends of the cooler.
10. Mark the cooler on the outside with the following information: shipping address, return address, "Fragile, Handle with Care" labels on the top and on one side, and arrows indicating "This Side Up" on two adjacent sides.
11. Place custody seal evidence tape over front right and back left of the cooler lid, initial and date, then cover with clear plastic tape.

Note: Procedure numbers 2, 3, 5, and 6 may be modified in cases where laboratories provide customized shipping coolers. These cooler types are designed so the sample bottles and ice packs fit snugly within preformed styrofoam cushioning and insulating packing material.

Shipping Procedures

1. All samples will be delivered by an express carrier within 48 hours of sample collection. Alternatively, samples may be delivered directly to the laboratory or laboratory service center or a laboratory courier may be used for sample pickup.
2. If parameters with short holding times are required (e.g., VOCs [EnCore™ Sampler], nitrate, nitrite, ortho-phosphate and BOD), sampling personnel will take precautions to ship or deliver samples to the laboratory so that the holding times will not be exceeded.
3. Samples must be maintained at 4°C±2°C until shipment and through receipt at the laboratory
4. All shipments must be in accordance with DOT regulations and ARCADIS dangerous goods shipping SOPs.

5. When the samples are received by the laboratory, laboratory personnel will complete the chain-of-custody by recording the date and time of receipt of samples, measuring and recording the internal temperature of the shipping container, and checking the sample identification numbers on the containers to ensure they correspond with the chain-of-custody forms.

Any deviations between the chain-of-custody and the sample containers, broken containers, or temperature excursions will be communicated to ARCADIS immediately by the laboratory.

VII. Waste Management

Not applicable

VIII. Data Recording and Management

Chain-of-custody records will be transmitted to the ARCADIS PM or designee at the end of each day unless otherwise directed by the ARCADIS PM. The sampling team leader retains copies of the chain-of-custody forms for filing in the project file. Record retention shall be in accordance with project requirements.

IX. Quality Assurance

Chain-of-custody forms will be legibly completed in accordance with the applicable project documents such as Sampling and Analysis Plan (SAP), Quality Assurance Project Plan (QAPP), Work Plan, or other project guidance documents. A copy of the completed chain-of-custody form will be sent to the ARCADIS Project Manager or designee for review.

X. References

Not Applicable

Attachment 1



ID#:

CHAIN OF CUSTODY & LABORATORY ANALYSIS REQUEST FORM

Page ____ of ____

Lab Work Order #

[illegible]

Monitoring Well Installation

Rev. #: 2

Rev Date: August 22, 2008

Approval Signatures

Prepared by:  Date: 07/22/2010

Reviewed by:  Date: 8/25/08
(Technical Expert)

I. Scope and Application

The procedures set out herein are designed to produce standard groundwater monitoring wells suitable for: (1) groundwater sampling, (2) water level measurement, (3) bulk hydraulic conductivity testing of formations adjacent to the open interval of the well.

Monitoring well boreholes in unconsolidated (overburden) materials are typically drilled using the hollow-stem auger drilling method. Other drilling methods that are also suitable for installing overburden monitoring wells, and are sometimes necessary due to site-specific geologic conditions, include: drive-and-wash, spun casing, Rotasonic, dual-rotary (Barber Rig), and fluid/mud rotary with core barrel or roller bit. Direct-push techniques (e.g., Geoprobe or cone penetrometer) and driven well points may also be used in some cases within the overburden. Monitoring wells within consolidated materials such as bedrock are commonly drilled using water-rotary (coring or tri-cone roller bit), air rotary or Rotasonic methods. The drilling method to be used at a given site will be selected based on site-specific consideration of anticipated drilling/well depths, site or regional geologic knowledge, type of monitoring to be conducted using the installed well, and cost.

No oils or grease will be used on equipment introduced into the boring (e.g., drill rod, casing, or sampling tools). No polyvinyl chloride (PVC) glue/cement will be used in constructing or retrofitting monitoring wells that will be used for water-quality monitoring. No coated bentonite pellets will be used in the well drilling or construction process. Specifications of materials to be installed in the well will be obtained prior to mobilizing onsite, including:

- well casing;
- bentonite;
- sand; and
- grout.

Well materials will be inspected and, if needed, cleaned prior to installation.

II. Personnel Qualifications

Monitoring well installation activities will be performed by persons who have been trained in proper well installation procedures under the guidance of an experienced field geologist, engineer, or technician. Where field sampling is performed for soil or

bedrock characterization, field personnel will have undergone in-field training in soil or bedrock description methods, as described in the appropriate SOP(s) for those activities.

III. Equipment List

The following materials will be available during soil boring and monitoring well installation activities, as required:

- Site Plan with proposed soil boring/well locations;
- Work Plan or Field Sampling Plan (FSP), and site Health and Safety Plan (HASP);
- personal protective equipment (PPE), as required by the HASP;
- traffic cones, delineators, caution tape, and/or fencing as appropriate for securing the work area, if such are not provided by drillers;
- appropriate soil sampling equipment (e.g., stainless steel spatulas, knife);
- soil and/or bedrock logging equipment as specified in the appropriate SOPs;
- appropriate sample containers and labels;
- drum labels as required for investigation derived waste handling;
- chain-of-custody forms;
- insulated coolers with ice, when collecting samples requiring preservation by chilling;
- photoionization detector (PID) or flame ionization detector (FID);
- ziplock style bags;
- water level or oil/water interface meter;
- locks and keys for securing the well after installation;
- decontamination equipment (bucket, distilled or deionized water, cleansers appropriate for removing expected chemicals of concern, paper towels);

- field notebook.

Prior to mobilizing to the site, ARCADIS personnel will contact the drilling subcontractor or in-house driller (as appropriate) to confirm that appropriate sampling and well installation equipment will be provided. Specifications of the sampling and well installation equipment are expected to vary by project, and so communication with the driller will be necessary to ensure that the materials provided will meet the project objectives. Equipment typically provided by the driller could include:

- drilling equipment required by the American Society of Testing and Materials (ASTM) D 1586, when performing split-spoon sampling;
- disposable plastic liners, when drilling with direct-push equipment;
- drums for investigation derived waste;
- drilling and sampling equipment decontamination materials;
- decontamination pad materials, if required; and
- well construction materials.

IV. Cautions

Prior to beginning field work, underground utilities in the vicinity of the drilling areas will be delineated by the drilling contractor or an independent underground utility locator service. See separate SOP for utility clearance.

Some regulatory agencies require a minimum annular space between the well or permanent casing and the borehole wall. When specified, the minimum clearance is typically 2 inches on all sides (e.g., a 2-inch diameter well requires a 6-inch diameter borehole). In addition, some regulatory agencies have specific requirements regarding grout mixtures. Determine whether the oversight agency has any such requirements prior to finalizing the drilling and well installation plan.

If dense non-aqueous phase liquids (DNAPL) are known or expected to exist at the site, refer to the DNAPL Contingency Plan SOP for additional details regarding drilling and well installation to reduce the potential for inadvertent DNAPL remobilization.

Avoid using drilling fluids or materials that could impact groundwater or soil quality, or could be incompatible with the subsurface conditions.

Similarly, consider the material compatibility between the well materials and the surrounding environment. For example, PVC well materials are not preferred when DNAPL is present. In addition, some groundwater conditions leach metals from stainless steel.

Water used for drilling and sampling of soil or bedrock, decontamination of drilling/sampling equipment, or grouting boreholes upon completion will be of a quality acceptable for project objectives. Testing of water supply should be considered.

Specifications of materials used for backfilling bore hole will be obtained, reviewed and approved to meet project quality objectives. Bentonite is not recommended where DNAPLs are likely to be present. In these situations, neat cement grout is preferred.

No coated bentonite pellets will be used in monitoring well construction, as the coating could impact the water quality in the completed well.

Monitoring wells may be installed with Schedule 40 polyvinyl chloride (PVC) to a maximum depth of 200 feet below ground surface (bgs). PVC monitoring wells between 200 and 400 feet total depth will be constructed using Schedule 80 PVC. Monitoring wells deeper than 400 feet will be constructed using steel.

V. Health and Safety Considerations

Field activities associated with monitoring well installation will be performed in accordance with a site-specific HASP, a copy of which will be present on site during such activities.

VI. Procedures

The procedures for installing groundwater monitoring wells are presented below:

Hollow-Stem Auger, Drive-and-Wash, Spun Casing, Fluid/Mud Rotary, Rotasonic, and Dual-Rotary Drilling Methods

1. Locate boring/well location, establish work zone, and set up sampling equipment decontamination area.
2. Advance boring to desired depth. Collect soil and/or bedrock samples at appropriate interval as specified in the Work Plan and/or FSP. Collect, document, and store samples for laboratory analysis as specified in the Work Plan and/or FSP. Decontaminate equipment between samples in accordance with the Work Plan and/or FSP. A common sampling method that produces

high-quality soil samples with relatively little soil disturbance is the ASTM D 1586 - Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils. Split-spoon samples are obtained during drilling using hollow-stem auger, drive-and-wash, spun casing, and fluid/mud rotary. Rotasonic drilling produces large-diameter soil cores that tend to be more disturbed than split-spoon samples due to the vibratory action of the drill casing. Dual-rotary removes cuttings by compressed air and allows only a general assessment of geology. High-quality bedrock samples can be obtained by coring.

3. Describe each soil or bedrock sample as outlined in the appropriate SOP. Record descriptions in the field notebook and/or personal digital assistant (PDA). It should be noted that PDA logs must be electronically backed up and transferred to a location accessible to other project team members as soon as feasible to retain and protect the field data. During soil boring advancement, document all drilling events in field notebook, including blow counts (number of blows required to advance split-spoon sampler in 6-inch increments) and work stoppages. Blow counts will not be available if Rotasonic, dual-rotary, or direct-push methods are used. When drilling in bedrock, the rate of penetration (minutes per foot) is recorded.
4. If it is necessary to install a monitor well into a permeable zone below a confining layer, particularly if the deeper zone is believed to have water quality that differs significantly from the zone above the confining layer, then a telescopic well construction should be considered. In this case, the borehole is advanced approximately 3 to 5 feet into the top of the confining layer, and a permanent casing (typically PVC, black steel or stainless steel) is installed into the socket drilled into the top of the confining layer. The casing is then grouted in place. The preferred methods of grouting telescoping casings include: pressure-injection grouting using an inflatable packer installed temporarily into the base of the casing, such that grout is injected out the bottom of the casing until it is observed at ground surface outside the casing; displacement-method grouting (also known as the Halliburton method), which entails filling the casing with grout and displacing the grout out the bottom of the casing by pushing a drillable plug, typically made of wood to the bottom of the casing, following by tremie grouting the remainder of the annulus outside the casing; or tremie grouting the annulus surrounding the casing using a tremie pipe installed to the base of the borehole. In all three cases, the casing is grouted to the ground surface, and the grout is allowed to set prior to drilling deeper through the casing. Site-specific criteria and work plans should be created for the completion of non-standard monitoring wells, including telescopic wells.

5. In consolidated formations such as competent bedrock, a monitoring well may be completed with an open borehole interval without a screen and sandpack. In these cases, the borehole is advanced to the targeted depth of the top of the open interval. A permanent casing is then grouted in place following the procedures described in Step 4 above. After the grout sets, the borehole is advanced by drilling through the permanent casing to the targeted bottom depth of the open interval, which then serves as the monitoring interval for the well. If open-borehole interval stability is found to be questionable or if a specific depth interval is later selected for monitoring, a screened monitoring well may later be installed within the open-borehole interval, depending on the annular space and well diameter requirements.
6. Prior to screened well installation or after the completion of an open-bedrock well, the water level or oil/water interface probe should be used to determine the static water level in the borehole in relation to the proposed well screen or open-interval location. If necessary, an open-bedrock well may be drilled deeper to intersect the water table or a permeable water-bearing zone.
7. Upon completing the borehole to the desired depth, if a screened well construction is desired, install the monitoring well by lowering the screen and casing assembly with sump through the augers or casing. Monitoring wells typically will be constructed of 2-inch-diameter, flush-threaded PVC or stainless steel slotted well screen and blank riser casing. Smaller diameters may be used if wells are installed using direct-push methodology or if multiple wells are to be installed in a single borehole. The screen length will be specified in the Work Plan or FSP based on regulatory requirements and specific monitoring objectives. Monitoring well screens are usually 5 to 10 feet long, but may be up to 25 feet long in very low permeability, thick geologic formations. The screen length will depend on the purpose for the well and the objectives of the groundwater investigation. Typically, the slot size will be 0.010 inch and the sand pack will be 20-40, Morie No. 0, or equivalent. In very fine-grained formations where sample turbidity needs to be minimized, it may be preferred to use a 0.006-inch slot size and 30-65, Morie No. 00, or equivalent sand pack. Alternatively, where monitoring wells are installed in coarse-grained deposits and higher well yield is required, a 0.020-inch slot size and 10-20, Morie No. 1, or equivalent sand pack may be preferred. To the extent practicable, the slot size and sand pack gradation may be predetermined in the Work Plan or FSP based on site-specific grain-size analysis or other geologic considerations or monitoring objectives. A blank sump may be attached below the well screen if the well is being installed for DNAPL recovery/monitoring purposes. If so, the annular space around the sump will be backfilled with neat cement grout to the bottom of the well screen prior to placing the sand pack around the screen. A

blank riser will extend from the top of the screen to approximately 2.5 feet above grade or, if necessary, just below grade where conditions warrant a flush-mounted monitoring well. For wells greater than 50 feet deep, centralizers may be desired to assist in centralizing the monitoring well in the borehole during construction.

8. When the monitoring well assembly has been set in place and the grout has been placed around the sump (if any), place a washed silica sand pack in the annular space from the bottom of the boring to a height of 1 to 2 feet above the top of the well screen. The sand pack is placed and drilling equipment extracted in increments until the top of the sand pack is at the appropriate depth. The sand pack will be consistent with the screen slot size and the soil particle size in the screened interval, as specified in the Work Plan or FSP. A hydrated bentonite seal (a minimum of 2 feet thick) will then be placed in the annular space above the sand pack. If non-hydrated bentonite is used, the bentonite should be permitted to hydrate in place for a minimum of 30 minutes before proceeding. No coated bentonite pellets will be used in monitoring well drilling or construction. Potable water may be added to hydrate the bentonite if the seal is above the water table. Monitor the placement of the sand pack and bentonite with a weighted tape measure. During the extraction of the augers or casing, a cement/bentonite or neat cement grout will be placed in the annular space from the bentonite seal to a depth approximately 2 feet bgs.
9. Place a locking, steel protective casing (extended at least 1.5 feet below grade and 2 feet above grade) over the riser casing and secure with a neat cement seal. Alternatively, for flush-mount completions, place a steel curb box with a bolt-down lid over the riser casing and secure with a neat cement seal. In either case, the cement seal will extend approximately 1.5 to 2.0 feet below grade and laterally at least 1 foot in all directions from the protective casing, and should slope gently away to promote drainage away from the well. Monitoring wells will be labeled with the appropriate designation on both the inner and outer well casings or inside of the curb box lid.

When an above-grade completion is used, the PVC riser will be sealed using an expandable locking plug and the top of the well will be vented by drilling a small-diameter (1/8 inch) hole near the top of the well casing or through the locking plug, or by cutting a vertical slot in the top of the well casing. When a flush-mount installation is used, the PVC riser will be sealed using an unvented, expandable locking plug.

10. During well installation, record construction details and actual measurements relayed by the drilling contractor and tabulate materials used (e.g., screen and riser footages; bags of bentonite, cement, and sand) in the field notebook.
11. After completing the well installation, lock the well, clean the area, and dispose of materials in accordance with the procedures outlined in Section VII below.

Direct-Push Method

The direct-push drilling method may also be used to complete soil borings and install monitoring wells. Examples of this technique include the Diedrich ESP vibratory probe system, GeoProbe®, or AMS Power Probe® dual-tube system. Environmental probe systems typically use a hydraulically operated percussion hammer. Depending on the equipment used, the hammer delivers 140- to 350-foot pounds of energy with each blow. The hammer provides the force needed to penetrate very stiff/medium dense soil formations. The hammer simultaneously advances an outer steel casing that contains a dual-tube liner for sampling soil. The outside diameter (OD) of the outer casing ranges from 1.75 to 2.4 inches and the OD of the inner sampling tube ranges from 1.1 to 1.8 inches. The outer casing isolates shallow layers and permits the unit to continue to probe at depth. The double-rod system provides a borehole that may be tremie-grouted from the bottom up. Alternatively, the inside diameter (ID) of the steel casing provides clearance for the installation of small-diameter (e.g., 0.75- to 1-inch ID) micro-wells. The procedures for installing monitoring wells in soil using the direct-push method are described below.

1. Locate boring/well location, establish work zone, and set up sample equipment decontamination area.
2. Advance soil boring to designated depth, collecting samples at intervals specified in the Work Plan. Samples will be collected using dedicated, disposable, plastic liners. Describe samples in accordance with the procedures outlined in Step 3 above. Collect samples for laboratory analysis as specified in the Work Plan and/or FSP.
3. Upon advancing the borehole to the desired depth, install the micro-well through the inner drill casing. The micro-well will consist of approximately 1-inch ID PVC or stainless steel slotted screen and blank riser. The sand pack, bentonite seal, and cement/bentonite grout will be installed as described, where applicable, in Step 7 and 8 above.

4. Install protective steel casing or flush-mount, as appropriate, as described in Step 9 above. During well installation, record construction details and tabulate materials used.
5. After completing the well installation, lock the well, clean the area, and dispose of materials in accordance with the procedures outlined in Section VII below.

Driven Well Point Installation

Well points will be installed by pushing or driving using a drilling rig or direct-push rig, or hand-driven where possible. The well point construction materials will consist of a 1- to 2-inch-diameter threaded steel casing with either 0.010- or 0.020-inch slotted stainless steel screen. The screen length will vary depending on the hydrogeologic conditions of the site. The casings will be joined together with threaded couplings and the terminal end will consist of a steel well point. Because they are driven or pushed to the desired depth, well points do not have annular backfill materials such as sand pack or grout.

VII. Waste Management

Investigation-derived wastes (IDW), including soil cuttings and excess drilling fluids (if used), decontamination liquids, and disposable materials (well material packages, PPE, etc.), will be placed in clearly labeled, appropriate containers, or managed as otherwise specified in the Work Plan, FSP, and/or IDW management SOP.

VIII. Data Recording and Management

Drilling activities will be documented in a field notebook. Pertinent information will include personnel present on site, times of arrival and departure, significant weather conditions, timing of well installation activities, soil descriptions, well construction specifications (screen and riser material and diameter, sump length, screen length and slot size, riser length, sand pack type), and quantities of materials used. In addition, the locations of newly-installed wells will be documented photographically or in a site sketch. If appropriate, a measuring wheel or engineer's tape will be used to determine approximate distances between important site features.

The well or piezometer location, ground surface elevation, and inner and outer casing elevations will be surveyed using the method specified in the site Work Plan. Generally, a local baseline control will be set up. This local baseline control can then be tied into the appropriate vertical and horizontal datum, such as the National Geodetic Vertical Datum of 1929 or 1988 and the State Plane Coordinate System. At a minimum, the elevation of the top of the inner casing used for water-level

measurements should be measured to the nearest 0.01 foot. Elevations will be established in relation to the National Geodetic Vertical Datum of 1929. A permanent mark will be placed on top of the inner casing to mark the point for water-level measurements.

IX. Quality Assurance

All drilling equipment and associated tools (including augers, drill rods, sampling equipment, wrenches, and any other equipment or tools) that may have come in contact with soil will be cleaned in accordance with the procedures outlined in the appropriate SOP. Well materials will also be cleaned prior to well installation.

X. References

American Society of Testing and Materials (ASTM) D 1586 - *Standard Test Method for Penetration Test and Split-Barrel Sampling of Soils*.

Photoionization Detector Air Monitoring and Field Screening

Rev. #: 1

Rev Date: November 8, 2009

Approval Signatures

Prepared by: (the late) Maureen Geisser

Date: July 28, 2003



Reviewed/revised by: Christopher C. Lutes
(Technical Expert)

Date: November 8, 2009

I. Scope and Application

Field screening with a photoionization detector (PID), such as an HNu™, Photovac™, MicroTIP™, or MiniRAE™, is a procedure to measure relative concentrations of volatile organic compounds (VOCs) and other compounds. Characteristics of the PID are presented in Attachment 1 and the compounds a PID can detect are presented in Attachment 2. Field screening will frequently be conducted on the following:

- Work area air to assess exposure to on-site workers of air contaminants via the air pathway;
- Well headspaces as a precautionary measure each time the well cover is opened; and
- Headspace of soil samples to assess the relative concentration of volatile organics in the sample or to select particular intervals for off-site analysis for VOCs.

II. Personnel Qualifications

Personnel performing this method should be familiar with the basic principles of quantitative analytical chemistry (such as calibration) and familiar with the particular operation of the instrument to be used.

III. Equipment List

The following materials, as required, shall be available while performing PID field screening:

- personal protective equipment (PPE), as required by the site Health and Safety Plan (HASP);
- PID and operating manual;
- PID extra battery pack and battery charger;
- calibration canisters for the PID;
- sample jars;
- Q-tips;

- aluminum foil;
- field calibration log (attached); and
- field notebook.

IV. Cautions

PIDs are sensitive to moisture and may not function under high humidity. PIDs cannot be used to indicate oxygen deficiency or combustible gases.

V. Health and Safety Considerations

Since the PIDs cannot detect all of the chemicals that may be present at a sample location, a zero reading on either instrument does not necessarily signify the absence of air contaminants. PIDs cannot be used as an indicator for oxygen deficiency.

VI. Procedure (*Note these procedures were written particular to one specific instrument model, therefore please also refer to your owners manual. However the general principles – such as always measuring both a zero and span gas after an instrument adjustment/at the beginning of the analytical day, after four hours of testing and again at the end of an analytical day can be applied to all instruments.*)

PID Calibration

PID field instruments will be calibrated and operated to yield “total organic vapor” in parts per million (ppm) (v/v) relative to benzene or isobutylene (or equivalent). Operation, maintenance, and calibration shall be performed in accordance with the manufacturer’s instructions and entered on the PID calibration and maintenance log (Attachment 3).

1. Don PPE, as required by the HASP.
2. Perform a BATTERY CHECK. Turn the FUNCTION switch to the BATTERY CHECK position. Check that the indicator is within or beyond the green battery arc. If battery is low, the battery must be charged before calibration.
3. Allow the instrument to warm up, then calibrate the PID. If equipped, turn the FUNCTION switch to the STANDBY position and rotate the ZERO

POTENTIOMETER until the meter reads zero with the instrument sampling clean air. Wait 15 to 20 seconds to confirm the adjustment. If unstable, readjust. If equipped, check to see that the SPAN POTENTIOMETER is adjusted for the probe being used (e.g., 9.8 for 10.2 electron volts [eV]). Set the FUNCTION switch to the desired ppm range (0-20, 0-200, or 0-2,000). A violet glow from the ultraviolet (UV) source should be visible at the sample inlet of the probe/sensor unit.

4. Listen for the fan operation to verify fan function.
5. Connect one end of the sampling hose to the calibration canister regulator outlet and the other end to the sampling probe of the PID. Crack the regulator valve and take a reading after 5 to 10 seconds. Adjust the span potentiometer to produce the concentration listed on the span gas cylinder. Record appropriate information on a PID Calibration and Maintenance Log (Attachment 3, or equivalent).
6. If so equipped, set the alarm at desired level.
7. Recheck the zero with fresh/clean air
8. Always recheck both zero and span after making any instrument adjustment, after four hours of screening work and again after sample analysis.

Work Area Air Monitoring

1. Measure and record the background PID reading.
2. Measure and record the breathing space reading.

Well Headspace Screening

1. Measure and record the background PID reading.
2. Unlock and open the well cover while standing upwind of the well.
3. Remove the well cap.
4. Place the PID probe approximately 6 inches above the top of the casing.
5. Record all PID readings and proceed in accordance with the HASP.

Field Screening Procedures

Soil samples will be field screened upon collection with the PID for a relative measure of the total volatile organic concentration. The following steps define the PID field screening procedures.

1. Half-fill two clean glass jars with the sample (if sufficient quantities of soil are available) to be analyzed. Quickly cover each open top with one or two sheets of clean aluminum foil and subsequently apply screw caps to tightly seal the jars. Sixteen-ounce (approximately 500 mL) soil or "mason" type jars are preferred; jars less than 8 ounces (approximately 250 mL) total capacity may not be used.
2. Allow headspace development for at least 10 minutes. Vigorously shake jars for 15 seconds at both the beginning and end of the headspace development period. Where ambient temperatures are below 32°F (0°C), headspace development should be within a heated building.
3. Subsequent to headspace development, remove screw lid to expose the foil seal. Quickly puncture foil seal with instrument sampling probe, to a point about one-half of the headspace depth. Exercise care to avoid contact with water droplets or soil particulates.
4. Following probe insertion through foil seal, record the highest meter response for each sample as the jar headspace concentration. Using the foil seal/probe insertion method, maximum response should occur between 2 and 5 seconds. Erratic meter response may occur at high organic vapor concentrations or conditions of elevated headspace moisture, in which case headspace data should be recorded and erratic meter response noted.
5. The headspace screening data from both jar samples should be recorded and compared; generally, replicate values should be consistent to plus or minus 20%. It should be noted that in some cases (e.g., 6-inch increment soil borings), sufficient sample quantities may not be available to perform duplicate screenings. One screening will be considered sufficient for this case.
6. PID field instruments will be operated and calibrated to yield "total organic vapors" in ppm (v/v) as benzene. PID instruments must be operated with at least a 10.0 eV (+) lamp source. Operation, maintenance, and calibration will be performed in accordance with the manufacturer's specifications presented in Attachment 12-1. For jar headspace analysis, instrument calibration will be checked/adjusted at least twice per day, at the beginning and end of each day

of use. Calibration will exceed twice per day if conditions and/or manufacturer's specifications dictate.

7. Instrumentation with digital (LED/LCD) displays may not be able to discern maximum headspace response unless equipped with a "maximum hold" feature or strip-chart recorder.

VII. Waste Management

Do not dispose canisters of compressed gas, if there is still compressed gas in the canister. Return the canister to the manufacturer for proper disposal.

VIII. Data Recording and Management

Measurements will be recorded in the field notebook or boring logs at the time of measurement with notation of date, time, location, depth (if applicable), and item monitored. If a data memory is available, readings will be downloaded from the unit upon access to a computer with software to retrieve the data.

IX. Quality Assurance

After each use, the readout unit should be wiped down with a clean cloth or paper towel.

For a HNu, the UV light source window and ionization chamber should be cleaned once a month in the following manner:

1. With the PID off, disconnect the sensor/probe from the unit.
2. Remove the exhaust screw, grasp the end cap in one hand and the probe shell in the other, and pull apart.
3. Loosen the screws on top of the end cap and separate the end cap and ion chamber from the lamp and lamp housing.
4. Tilt the lamp housing with one hand over the opening so that the lamp slides out into your hand.
5. Clean the lamp with lens paper and HNu cleaning compound (except 11.7 eV). For the 11.7 eV lamp, use a chlorinated organic solvent.

6. Clean the ion chamber using methanol on a Q-tip and then dry gently at 50°C to 60°C for 30 minutes.
7. Following cleaning, reassemble by first sliding the lamp back into the lamp housing. Place ion chamber on top of the housing, making sure the contacts are properly aligned.
8. Place the end cap on top of the ion chamber and replace the two screws (tighten the screws only enough to seal the o-ring).
9. Line up the pins on the base of the lamp housing with pins inside the probe shell and slide the housing assembly into the shell.

X. References

Denahan, S.A. et. al "Relationships Between Chemical Screening Methodologies for Petroleum Contaminated Soils: Theory and Practice" *Chapter 5 In Principles and Practices for Petroleum Contaminated Soils*, E.J. Calabrese and P.T. Kostecki Eds., Lewis Publishers 1993.

Fitzgerald, J. "Onsite Analytical Screening of Gasoline Contaminated Media Using a Jar Headspace Procedure" *Chapter 4 in Principles and Practices for Petroleum Contaminated Soils*, E.J. Calabrese and P.T. Kostecki Eds., Lewis Publishers 1993.

ATTACHMENT 1

Characteristics of the Photoionization Detector (PID)

I. Introduction

PIDs are used in the field to detect a variety of compounds in air. PIDs can be used to detect leaks of volatile substances in drums and tanks, to determine the presence of volatile compounds in soil and water, and to make ambient air surveys. If personnel are thoroughly trained to operate the instrument and interpret the data, these PID instruments can be a valuable tool. Its use can help in deciding the level of protection to be worn, assist in determining the implementation of other safety procedures, and in determining subsequent monitoring or sampling locations.

Portable PIDs detect the concentration of organic gases, as well as a few inorganic gases. The basis for detection is the ionization of gaseous species. The incoming gas molecules are subjected to UV radiation, which ionizes molecules that have an ionization potential (IP) less than or equal to that rated for the UV source. Every molecule has a characteristic IP, which is the energy required to remove an electron from the molecule, thus yielding a positively charged ion and the free electron. These ions are attracted to an oppositely charged electrode, causing a current and an electric signal to the LED display. Compounds are measured on a ppm volume basis.

II. HNu PI-101 / MiniRAE or Equivalent PID

The PIDs detect the concentration of organic gases, as well as a few inorganic gases. The basis for detection is the ionization of gaseous species. The incoming gas molecules are subjected to UV radiation, which is energetic enough to ionize many gaseous compounds. Each molecule is transformed into charged ion pairs, creating a current between two electrodes. Every molecule has a characteristic IP, which is the energy required to remove an electron from the molecule, yielding a positively charged ion and the free electron.

Three probes, each containing a different UV light source, are available for use with the PID. Probe energies are typically 9.5, 10.2, and 11.7 eV, respectively. All three probes detect many aromatic and large-molecule hydrocarbons. In addition, the 10.2 eV and 11.7 eV probes detect some smaller organic molecules and some halogenated hydrocarbons. The 10.2 eV probe is the most useful for environmental response work, as it is more durable than the 11.7 eV probe and detects more compounds than the 9.5 eV probe. A listing of molecules and compounds that the HNu can detect is presented in Attachment 2.

The primary PID calibration gas is either benzene or isobutylene. The span potentiometer knob is turned to 9.8 for benzene calibration. A knob setting of zero increases the sensitivity to benzene approximately 10-fold. Its lower detection limit is in the low ppm range. Additionally, response time is rapid; the dot matrix liquid crystal displays 90% of the indicated concentration within 3 seconds.

III. Limitations

The PID instrument can monitor several vapors and gases in air. Many non-volatile liquids, toxic solids, particulates, and other toxic gases and vapors, however, cannot be detected with PIDs (such as methane). Since the PIDs cannot detect all of the chemicals that may be present at a sample location, a zero reading on either instrument does not necessarily signify the absence of air contaminants.

The PID instrument is generally not specific and their response to different compounds is relative to the calibration gases. Instrument readings may be higher or lower than the true concentration. This effect can be observed when monitoring total contaminant concentrations if several different compounds are being detected at once. In addition, the response of these instruments is not linear over the entire detection range. Therefore, care must be taken when interpreting the data. Concentrations should be reported in terms of the calibration gas and probe type.

PIDs are small, portable instruments and may not yield results as accurate as laboratory instruments. PIDs were originally designed for specific industrial applications. They are relatively easy to use and interpret when detecting total concentrations of known contaminants in air, but interpretation becomes more difficult when trying to identify the individual components of a mixture. PIDs cannot be used as an indicator for combustible gases or oxygen deficiency.

ATTACHMENT 2

Molecules and Compounds Detected by a PID

<u>Some Atoms and Simple Molecules</u>			<u>Paraffins and Cycloparaffins</u>	
	<u>IP(eV)</u>	<u>IP(eV)</u>	<u>Molecule</u>	<u>IP(eV)</u>
H	13.595 I ₂	9.28	methane	12.98
C	11.264 HF	15.77	ethane	11.65
N	14.54 HCl	12.74	propane	11.07
O	13.614 HBr	11.62	n-butane	10.63
Si	8.149 HI	10.38	i-butane	10.57
S	10.357 SO ₂	12.34	n-pentane	10.35
F	17.42 CO ₂	13.79	i-pentane	10.32
Cl	13.01 COS	11.18	2,2-dimethylpropane	10.35
Br	11.84 CS ₂	10.08	n-hexane	10.18
I	10.48 N ₂ O	12.90	2-methylpentane	10.12
H ₂	15.426 NO ₂	9.78	3-methylpentane	10.08
N ₂	15.580 O ₃	12.80	2,2-dimethylbutane	10.06
O ₂	12.075 H ₂ O	12.59	2,3-dimethylbutane	10.02
CO	14.01 H ₂ S	10.46	n-heptane	10.08
CN	15.13 H ₂ Se	9.88	2,2,4-trimethylpentane	9.86
NO	9.25 H ₂ Te	9.14	cyclopropane	10.06
CH	11.1 HCN	3.91	cyclopentane	10.53
OH	13.18 C ₂ N ₂	13.8	cyclohexane	9.88
F ₂	15.7 NH ₃	10.15	methycyclohexane	9.8
Cl ₂	11.48 CH ₃	9.840		
Br ₂	10.55 CH ₄	12.98		

Alkyl Halides

<u>IP(eV)</u>	<u>IP(eV)</u>
HCl	12.74
Cl ₂	11.48
CH ₄	12.98
methyl chloride	11.28
dichloromethane	11.35
trichloromethane	11.42
tetrachloromethane	11.47
ethyl chloride	10.98
1,2-dichloroethane	11.12
1-chloropropane	10.82
2-chloropropane	10.78
1,2-dichloropropane	10.87
1,3-dichloropropane	10.85
1-chlorobutane	10.67
2-chlorobutane	10.65
1-chloro-2-methylpropane	10.66
2-chloro-2-methylpropane	10.61
HBr	11.62
Br ₂	10.55
methyl bromide	10.53
dibromomethane	10.49
tribromomethane	10.51
CH ₂ BrCl	10.77
CHBr ₂ Cl	10.59
ethyl bromide	10.29
1,1-dibromoethane	10.19
1-bromo-2-chloroethane	10.63
1-bromopropane	10.18
2-bromopropane	10.075
1,3-dibromopropane	10.07
1-bromobutane	10.13
2-bromobutane	9.98
1-bromo-2-methylpropane	10.09
2-bromo-2-methylpropane	9.89
1-bromopentane	10.10
HI	10.38
I ₂	9.28

Alkyl Halides

<u>Molecule</u>	<u>IP(eV)</u>
methyl iodide	9.54
diiodomethane	9.34
ethyl iodide	9.33
1-iodopropane	9.26
2-iodopropane	9.17
1-iodobutane	9.21
2-iodobutane	9.09
1-iodo-2-methylpropane	9.18
2-iodo-2-methylpropane	9.02
1-iodopentane	9.19
F ₂	15.7
HF	15.77
CFCl ₃ (Freon 11)	11.77
CF ₂ Cl ₂ (Freon 12)	12.31
CF ₃ Cl (Freon 13)	12.91
CHClF ₂ (Freon 22)	12.45
CFBR ₃	10.67
CF ₂ Br ₂	11.07
CH ₃ CF ₂ Cl (Genetron 101)	11.98
CFCl ₂ CF ₂ Cl	11.99
CF ₃ CCl ₃ (Freon 113)	11.78
CFHBrCH ₂ Cl	10.75
CF ₂ BrCH ₂ Br	10.83
CF ₃ CH ₂ I	10.00
n-C ₃ F ₇ I	10.36
n-C ₃ F ₇ CH ₂ Cl	11.84
n-C ₃ F ₇ CH ₂ I	9.96

Aliphatic Alcohol, Ether, Thiol, and Sulfides

<u>Molecule</u>	<u>IP(eV)</u>
H ₂ O	12.59
methyl alcohol	10.85
ethyl alcohol	10.48
n-propyl alcohol	10.20
i-propyl alcohol	10.16
n-butyl alcohol	10.04
dimethyl ether	10.00
diethyl ether	9.53
n-propyl ether	9.27
i-propyl ether	9.20
H ₂ S	10.46
methanethiol	9.440
ethanethiol	9.285
1-propanethiol	9.195
1-butanethiol	9.14
dimethyl sulfide	8.685
ethyl methyl sulfide	8.55
diethyl sulfide	8.430
di-n-propyl sulfide	8.30

Aliphatic Aldehydes and Ketones

<u>Molecule</u>	<u>IP(eV)</u>
CO ₂	13.79
formaldehyde	10.87
acetaldehyde	10.21
propionaldehyde	9.98
n-butyraldehyde	9.86
isobutyraldehyde	9.74
n-valeraldehyde	9.82
isovaleraldehyde	9.71
acrolein	10.10
crotonaldehyde	9.73
benzaldehyde	9.53
acetone	9.69
methyl ethyl ketone	9.53
methyl n-propyl ketone	9.39
methyl i-propyl ketone	9.32
diethyl ketone	9.32
methyl n-butyl ketone	9.34
methyl i-butyl ketone	9.30
3,3-dimethyl butanone	9.17
2-heptanone	9.33
cyclopentanone	9.26
cyclohexanone	9.14
2,3-butanedione	9.23
2,4-pentanedione	8.87

Aliphatic Acids and Esters

<u>Molecule</u>	<u>IP(eV)</u>
CO ₂	13.79
formic acid	11.05
acetic acid	10.37
propionic acid	10.24
n-butyric acid	10.16
isobutyric acid	10.02
n-valeric acid	10.12
methyl formate	10.815
ethyl formate	10.61
n-propyl formate	10.54
n-butyl formate	10.50
isobutyl formate	10.46
methyl acetate	10.27
ethyl acetate	10.11
n-propyl acetate	10.04
isopropyl acetate	9.99
n-butyl acetate	10.01
isobutyl acetate	9.97
sec-butyl acetate	9.91
methyl propionate	10.15
ethyl propionate	10.00
methyl n-butyrate	10.07
methyl isobutyrate	9.98

Aliphatic Amines and Amides

<u>Molecule</u>	<u>IP(eV)</u>
NH ₃	10.15
methyl amine	8.97
ethyl amine	8.86
n-propyl amine	8.78
i-propyl amine	8.72
n-butyl amine	8.71
i-butyl amine	8.70
s-butyl amine	8.70
t-butyl amine	8.64
dimethyl amine	8.24
diethyl amine	8.01
di-n-propyl amine	7.84
di-i-propyl amine	7.73
di-n-butyl amine	7.69
trimethyl amine	7.82
triethyl amine	7.50
tri-n-propyl amine	7.23
formamide	10.25
acetamide	9.77
N-methyl acetamide	8.90
N,N-dimethyl formamide	9.12
N,N-dimethyl acetamide	8.81
N,N-diethyl formamide	8.89
N,N-diethyl acetamide	8.60

Other Aliphatic Molecules with N Atom

<u>Molecule</u>	<u>IP(eV)</u>
nitromethane	11.08
nitroethane	10.88
1-nitropropane	10.81
2-nitropropane	10.71
HCN	13.91
acetonitrile	12.22
propionitrile	11.84
n-butyronitrile	11.67
acrylonitrile	10.91
3-butene-nitrile	10.39
ethyl nitrate	11.22
n-propyl nitrate	
methyl thiocyanate	10.065
ethyl thiocyanate	9.89
methyl isothiocyanate	9.25
ethyl isothiocyanate	9.14

Olefins, Cyclo-olefins, Acetylenes

<u>Molecule</u>	<u>IP(eV)</u>
ethylene	10.515
propylene	9.73
1-butene	9.58
2-methylpropene	9.23
trans-2-butene	9.13
cis-2-butene	9.13
1-pentene	9.50
2-methyl-1-butene	9.12
3-methyl-1-butene	9.51
3-methyl-2-butene	8.67
1-hexene	9.46
1,3-butadiene	9.07
isoprene	8.845
cyclopentene	9.01
cyclohexene	8.945
4-methylcyclohexene	8.91
4-vinylcyclohexene	8.93
cyclo-octatetraene	7.99
acetylene	11.41
propyne	10.36
1-butyne	10.18

Some Derivatives of Olefins

<u>Molecule</u>	<u>IP(eV)</u>
vinyl chloride	9.995
cis-dichloroethylene	9.65
trans-dichloroethylene	9.66
trichloroethylene	9.45
tetrachloroethylene	9.32
vinyl bromide	9.80
1,2-dibromoethylene	9.45
tribromoethylene	9.27
3-chloropropene	10.04
2,3-dichloropropene	9.82
1-bromopropene	9.30
3-bromopropene	9.7
CF ₃ CCl=CClCF ₃	10.36
n-C ₅ F ₁₁ CF=CF ₂	10.48
acrolein	10.10
crotonaldehyde	9.73
mesityl oxide	9.08
vinyl methyl ether	8.93
allyl alcohol	9.67
vinyl acetate	9.19

Aromatic Compounds

<u>Molecule</u>	<u>IP(eV)</u>
benzene	9.245
toluene	8.82
ethyl benzene	8.76
n-propyl benzene	8.72
i-propyl benzene	8.69
n-butyl benzene	8.69
s-butyl benzene	8.68
t-butyl benzene	8.68
o-xylene	8.56
m-xylene	8.56
p-xylene	8.445
mesitylene	8.40
durene	8.025
styrene	8.47
alpha-methyl styrene	8.35
ethynylbenzene	8.815
naphthalene	8.12
1-methylnapthalene	7.69
2-methylnapthalene	7.955
biphenyl	8.27
phenol	8.50
anisole	8.22
phenetole	8.13
benzaldehyde	9.53
acetophenone	9.27
benzenethiol	8.33
phenyl isocyanate	8.77

Aromatic Compounds

<u>Molecule</u>	<u>IP(eV)</u>
phenyl isothiocyanate	8.520
benzonitrile	9.705
nitrobenzene	9.92
aniline	7.70
fluoro-benzene	9.195
chloro-benzene	9.07
bromo-benzene	8.98
iodo-benzene	8.73
o-dichlorobenzene	9.07
m-dichlorobenzene	9.12
p-dichlorobenzene	8.94
1-chloro-2-fluorobenzene	9.155
1-chloro-3-fluorobenzene	9.21
1-chloro-4-fluorobenzene	8.99
o-fluorotoluene	8.915
m-fluorotoluene	8.915
p-fluorotoluene	8.785
o-chlorotoluene	8.83
m-chlorotoluene	8.83
p-chlorotoluene	8.70
o-bromotoluene	8.79
m-bromotoluene	8.81
p-bromotoluene	8.67
o-iodotoluene	8.62
m-iodotoluene	8.61
p-iodotoluene	8.50
benzotrifluoride	9.68
o-fluorophenol	8.66

Heterocyclic Molecules

<u>Molecule</u>	<u>IP(eV)</u>
furan	8.89
2-methyl furan	8.39
2-furaldehyde	9.21
tetrahydrofuran	9.54
dihdropyran	8.34
tetrahydropyran	9.26
thiophene	8.860
2-chlorothiophene	8.68
2-bromothiophene	8.63
pyrrole	8.20
pyridine	9.32
2-picoline	9.02
3-picoline	9.04
4-picoline	9.04
2,3-lutidine	8.85
2,4-lutidine	8.85
2,6-lutidine	8.85

Miscellaneous Molecules

<u>Molecule</u>	<u>IP(eV)</u>
ethylene oxide	10.565
propylene oxide	10.22
p-dioxane	9.13
dimethoxymethane	10.00
diethoxymethane	9.70
1,1-dimethoxyethane	9.65
propiolactone	9.70
methyl disulfide	8.46
ethyl disulfide	8.27
diethyl sulfite	9.68
thiolacetic acid	10.00
acetyl chloride	11.02
acetyl bromide	10.55
cyclo-C ₆ H ₁₁ CF ₃	10.46
(n-C ₃ F ₇)(CH ₃)C=O	10.58
trichlorovinylsilane	10.79
(C ₂ F ₅) ₃ N	11.7
isoprene	9.08
phosgene	11.77

Notes:

Reference: HNu Systems, Inc., 1985

IP = Ionization Potential

[illegible]

**Low-Flow Groundwater
Purging and Sampling
Procedures for Monitoring
Wells**

Rev. #: 3

Rev Date: March 9, 2009

Approval Signatures

Prepared by: David A. Lipson Date: 3/9/2009

Reviewed by: Michael J. Gephart Date: 3/9/2009
(Technical Expert)

I. Scope and Application

Groundwater samples will be collected from monitoring wells to evaluate groundwater quality. The protocol presented in this standard operating procedure (SOP) describes the procedures to be used to purge monitoring wells and collect groundwater samples. This protocol has been developed in accordance with the United States Environmental Protection Agency (USEPA) Region I Low Stress (Low Flow) Purging and Sampling Procedures for the Collection of Groundwater Samples from Monitoring Wells (USEPA SOP No. GW0001; July 30, 1996). Both filtered and unfiltered groundwater samples may be collected using this low-flow sampling method. Filtered samples will be obtained using a 0.45-micron disposable filter. No wells will be sampled until well development has been performed in accordance with the procedures presented in the SOP titled Monitoring Well Development, unless that well has been sampled or developed within the prior 1-year time period. Groundwater samples will not be collected within 1 week following well development.

II. Personnel Qualifications

ARCADIS personnel directing, supervising, or leading groundwater sample collection activities should have a minimum of 2 years of previous groundwater sampling experience. ARCADIS personnel providing assistance to groundwater sample collection and associated activities should have a minimum of 6 months of related experience or an advanced degree in environmental sciences, engineering, hydrogeology, or geology.

The supervisor of the groundwater sampling team will have at least 1 year of previous supervised groundwater sampling experience.

Prior to mobilizing to the field, the groundwater sampling team should review and be thoroughly familiar with relevant site-specific documents including but not limited to the site work plan, field sampling plan, QAPP, HASP, and historical information. Additionally, the groundwater sampling team should review and be thoroughly familiar with documentation provided by equipment manufacturers for all equipment that will be used in the field prior to mobilization.

III. Equipment List

Specific to this activity, the following materials (or equivalent) will be available:

- Health and safety equipment (as required in the site Health and Safety Plan [HASP]).

- Site Plan, well construction records, prior groundwater sampling records (if available).
- Sampling pump, which may consist of one or more of the following:
 - submersible pump (e.g., Grundfos Redi-Flo 2);
 - peristaltic pump (e.g., ISCO Model 150); and/or
 - bladder pump (e.g., Marschalk System 1, QED Well Wizard, etc.).
- Appropriate controller and power source for pump:
 - Submersible and peristaltic pumps require electric power from either a generator or a deep cell battery.
 - Submersible pumps such as Grundfos require a pump controller to run the pump
 - Bladder pumps require a pump controller and a gas source (e.g., air compressor or compressed N₂ or CO₂ gas cylinders).
- Teflon[®] tubing or Teflon[®]-lined polyethylene tubing of an appropriate size for the pump being used. For peristaltic pumps, dedicated Tygon[®] tubing (or other type as specified by the manufacturer) will also be used through the pump apparatus.
- Water-level probe (e.g., Solinst Model 101).
- Water-quality (temperature/pH/specific conductivity/ORP/turbidity/dissolved oxygen) meter and flow-through measurement cell. Several brands may be used, including:
 - YSI 6-Series Multi-Parameter Instrument;
 - Hydrolab Series 3 or Series 4a Multiprobe and Display; and/or
 - Horiba U-10 or U-22 Water Quality Monitoring System.
- Supplemental turbidity meter (e.g., Horiba U-10, Hach 2100P, LaMotte 2020). Turbidity measurements collected with multi-parameter meters have been shown to sometimes be unreliable due to fouling of the optic lens of the

turbidity meter within the flow-through cell. A supplemental turbidity meter will be used to verify turbidity data during purging if such fouling is suspected. Note that industry improvements may eliminate the need for these supplemental measurements in the future.

- Appropriate water sample containers (supplied by the laboratory).
- Appropriate blanks (trip blank supplied by the laboratory).
- 0.45-micron disposable filters (if field filtering is required).
- Large glass mixing container (if sampling with a bailer).
- Teflon® stirring rod (if sampling with a bailer).
- Cleaning equipment.
- Groundwater sampling log (attached) or bound field logbook.

Note that in the future, the client may acquire different makes/models of some of this equipment if the listed makes/models are no longer available, or as a result of general upgrades or additional equipment acquisitions. In the event that the client uses a different make/model of the equipment listed, the client will use an equivalent type of equipment (e.g., pumps, flow-through analytical cells) and note the specific make/model of the equipment used during a sampling event on the groundwater sampling log. In addition, should the client desire to change to a markedly different sampling methodology (e.g., discrete interval samplers, passive diffusion bags, or a yet to be developed technique), the client will submit a proposed SOP for the new methodology for USEPA approval prior to implementing such a change.

The maintenance requirements for the above equipment generally involve decontamination or periodic cleaning, battery charging, and proper storage, as specified by the manufacturer. For operational difficulties, the equipment will be serviced by a qualified technician.

IV. Cautions

If heavy precipitation occurs and no cover over the sampling area and monitoring well can be erected, sampling must be discontinued until adequate cover is provided. Rain water could contaminate groundwater samples.

Do not use permanent marker or felt-tip pens for labels on sample container or sample coolers – use indelible ink. The permanent markers could introduce volatile constituents into the samples.

It may be necessary to field filter some parameters (e.g., metals) prior to collection, depending on preservation, analytical method, and project quality objectives.

Store and/or stage empty and full sample containers and coolers out of direct sunlight.

To mitigate potential cross-contamination, groundwater samples are to be collected in a pre-determined order from least impacted to impacted based on previous analytical data. If no analytical data are available, samples are collected in order of upgradient, then furthest downgradient to source area locations.

Be careful not to over-tighten lids with Teflon liners or septa (e.g., 40 mL vials). Over-tightening can cause the glass to shatter or impair the integrity of the Teflon seal.

V. Health and Safety Considerations

Use caution and appropriate cut resistant gloves when tightening lids to 40 mL vials. These vials can break while tightening and can lacerate hand. Amber vials (thinner glass) are more prone to breakage.

If thunder or lightning is present, discontinue sampling and take cover until 30 minutes have passed after the last occurrence of thunder or lightning.

Use caution when removing well caps as well may be under pressure, cap can dislodge forcefully and cause injury.

Use caution when opening protective casing on stickup wells as wasps frequently nest inside the tops of the covers. Also watch for fire ant mounds near well pads when sampling in the south or western U.S.

VI. Procedure

Groundwater will be purged from the wells using an appropriate pump. Peristaltic pumps will initially be used to purge and sample all wells when applicable. If the depth to water is below the sampling range of a peristaltic pump (approximately 25 feet), submersible pumps or bladder pumps will be used provided the well is constructed with a casing diameter greater than or equal to 2 inches (the minimum well diameter capable of accommodating such pumps). Bladder pumps are preferred over peristaltic and submersible pumps if sampling of VOCs is required to prevent volatilization. For

smaller diameter wells where the depth to water is below the sampling range of a peristaltic pump, alternative sampling methods (i.e., bailing or small diameter bladder pumps) will be used to purge and sample the groundwater. Purge water will be collected and containerized.

1. Calibrate field instruments according to manufacturer procedures for calibration.
2. Measure initial depth to groundwater prior to placement of pumps.
3. Prepare and install pump in well: For submersible and non-dedicated bladder pumps, decontaminate pump according to site decontamination procedures. Non-dedicated bladder pumps will require a new Teflon[®] bladder and attachment of an air line, sample discharge line, and safety cable prior to placement in the well. Attach the air line tubing to the air port on the top of the bladder pump. Attach the sample discharge tubing to the water port on the top of the bladder pump. Care should be taken not to reverse the air and discharge tubing lines during bladder pump set-up as this could result in bladder failure or rupture. Attach and secure a safety cable to the eyebolt on the top of bladder pump (if present, depending on pump model used). Slowly lower pump, safety cable, tubing, and electrical lines into the well to a depth corresponding to the approximate center of the saturated screen section of the well. Take care to avoid twisting and tangling of safety cable, tubing, and electrical lines while lowering pump into well; twisted and tangled lines could result in the pump becoming stuck in the well casing. Also, make sure to keep tubing and lines from touching the ground or other surfaces while introducing them into the well as this could lead to well contamination. If a peristaltic pump is being used, slowly lower the sampling tubing into the well to a depth corresponding to the approximate center of the saturated screen section of the well. The pump intake or sampling tube must be kept at least 2 feet above the bottom of the well to prevent mobilization of any sediment present in the bottom of the well.
4. Connect the pump to other equipment. If using a bladder pump, the discharge water line should be connected to the bottom inlet port on the flow-through cell connected to the water quality meter. Connect the air line to the pump controller output port. The pump controller should then be connected to a supply line from an air compressor or compressed gas cylinder using an appropriate regulator and air hose. Take care to tighten the regulator connector onto the gas cylinder (if used) to prevent leaks. Teflon tape may be used on the threads of the cylinder to provide a tighter seal. Once the air compressor or gas cylinder is connected to the pump controller, turn on the compressor or open the valve on the cylinder to begin the gas flow. Turn on the pump controller if an on/off switch

is present and verify that all batteries are charged and fully operating before beginning to pump.

5. Measure the water level again with the pump in the well before starting the pump. Start pumping the well at 200 to 500 milliliters (mL) per minute (or at lower site-specific rate if specified). The pump rate should be adjusted to cause little or no water level drawdown in the well (less than 0.3 feet below the initial static depth to water measurement) and the water level should stabilize. The water level should be monitored every 3 to 5 minutes (or as appropriate, lower flow rates may require longer time between readings) during pumping if the well diameter is of sufficient size to allow such monitoring. Care should be taken not to break pump suction or cause entrainment of air in the sample. Record pumping rate adjustments and depths to water. If necessary, pumping rates should be reduced to the minimum capabilities of the pump to avoid pumping the well dry and/or to stabilize indicator parameters. A steady flow rate should be maintained to the extent practicable. Groundwater sampling records from previous sampling events (if available) should be reviewed prior to mobilization to estimate the optimum pumping rate and anticipated drawdown for the well in order to more efficiently reach a stabilized pumping condition.

If the recharge rate of the well is very low, alternative purging techniques should be used, which will vary based on the well construction and screen position. For wells screened across the water table, the well should be pumped dry and sampling should commence as soon as the volume in the well has recovered sufficiently to permit collection of samples. For wells screened entirely below the water table, the well should be pumped until a stabilized level (which may be below the maximum displacement goal of 0.3 feet) can be maintained and monitoring for stabilization of field indicator parameters can commence. If a lower stabilization level cannot be maintained, the well should be pumped until the drawdown is at a level slightly higher than the bentonite seal above the well screen. Sampling should commence after one well volume has been removed and the well has recovered sufficiently to permit collection of samples.

During purging, monitor the field indicator parameters (e.g., turbidity, temperature, specific conductance, pH, etc.) every 3 to 5 minutes (or as appropriate). Field indicator parameters will be measured using a flow-through analytical cell or a clean container such as a glass beaker. Record field indicator parameters on the groundwater sampling log. The well is considered stabilized and ready for sample collection when turbidity values remain within 10% (or within 1 NTU if the turbidity reading is less than 10 NTU), the specific conductance and temperature values remain within 3%, and pH remains within 0.1 units for three consecutive readings collected at 3- to 5-minute intervals (or

other appropriate interval, alternate stabilization goals may exist in different geographic regions, consult the site-specific Work Plan for stabilization criteria). If the field indicator parameters do not stabilize within 1 hour of the start of purging, but the groundwater turbidity is below the goal of 50 NTU and the values for all other parameters are within 10%, the well can be sampled. If the parameters have stabilized but the turbidity is not in the range of the 50 NTU goal, the pump flow rate should be decreased to a minimum rate of 100 mL/min to reduce turbidity levels as low as possible. If dissolved oxygen values are not within acceptable range for the temperature of groundwater (Attachment 1), then check for and remove air bubbles on probe or in tubing. If the dissolved oxygen value is 0.00 or less, then the meter should be serviced and re-calibrated.

During extreme weather conditions, stabilization of field indicator parameters may be difficult to obtain. Modifications to the sampling procedures to alleviate these conditions (e.g., measuring the water temperature in the well adjacent to the pump intake) will be documented in the field notes. If other field conditions exist that preclude stabilization of certain parameters, an explanation of why the parameters did not stabilize will also be documented in the field logbook.

6. Complete the sample label and cover the label with clear packing tape to secure the label onto the container.
7. After the indicator parameters have stabilized, collect groundwater samples by diverting flow out of the unfiltered discharge tubing into the appropriate labeled sample container. If a flow-through analytical cell is being used to measure field parameters, the flow-through cell should be disconnected after stabilization of the field indicator parameters and prior to groundwater sample collection. Under no circumstances should analytical samples be collected from the discharge of the flow-through cell. When the container is full, tightly screw on the cap. Samples should be collected in the following order: VOCs, TOC, SVOCs, metals and cyanide, and others (or other order as defined in the site-specific Work Plan).
8. If sampling for total and filtered metals and/or PCBs, a filtered and unfiltered sample will be collected. Install an in-line, disposable 0.45-micron particle filter on the discharge tubing after the appropriate unfiltered groundwater sample has been collected. Continue to run the pump until an initial volume of "flush" water has been run through the filter in accordance with the manufacturer's directions (generally 100 to 300 mL). Collect filtered groundwater sample by diverting flow out of the filter into the appropriately labeled sample container. When the container is full, tightly screw on the cap.

9. Secure with packing material and store at 4°C in an insulated transport container provided by the laboratory.
10. Record on the groundwater sampling log or bound field logbook the time sampling procedures were completed, any pertinent observations of the sample (e.g., physical appearance, and the presence or lack of odors or sheens), and the values of the stabilized field indicator parameters as measured during the final reading during purging (Attachment 2 – Example Sampling Log).
11. Turn off the pump and air compressor or close the gas cylinder valve if using a bladder pump set-up. Slowly remove the pump, tubing, lines, and safety cable from the well. Do not allow the tubing or lines to touch the ground or any other surfaces which could contaminate them.
12. If tubing is to be dedicated to a well, it should be folded to a length that will allow the well to be capped and also facilitate retrieval of the tubing during later sampling events. A length of rope or string should be used to tie the tubing to the well cap. Alternatively, if tubing and safety line are to be saved and reused for sampling the well at a later date they may be coiled neatly and placed in a clean plastic bag that is clearly labeled with the well ID. Make sure the bag is tightly sealed before placing it in storage.
13. Secure the well and properly dispose of personal protective equipment (PPE) and disposable equipment.
14. Complete the procedures for packaging, shipping, and handling with associated chain-of-custody.
15. Complete decontamination procedures for flow-through analytical cell and submersible or bladder pump, as appropriate.
16. At the end of the day, perform calibration check of field instruments.

If it is not technically feasible to use the low-flow sampling method, purging and sampling of monitoring wells may be conducted using the bailer method as outlined below:

1. Don appropriate PPE (as required by the HASP).
2. Place plastic sheeting around the well.
3. Clean sampling equipment.

4. Open the well cover while standing upwind of the well. Remove well cap and place on the plastic sheeting. Insert PID probe approximately 4 to 6 inches into the casing or the well headspace and cover with gloved hand. Record the PID reading in the field log. If the well headspace reading is less than 5 PID units, proceed; if the headspace reading is greater than 5 PID units, screen the air within the breathing zone. If the breathing zone reading is less than 5 PID units, proceed. If the PID reading in the breathing zone is above 5 PID units, move upwind from well for 5 minutes to allow the volatiles to dissipate. Repeat the breathing zone test. If the reading is still above 5 PID units, don appropriate respiratory protection in accordance with the requirements of the HASP. Record all PID readings. For wells that are part of the regular weekly monitoring program and prior PID measurements have not resulted in a breathing zone reading above 5 PID units, PID measurements will be taken monthly.
5. Measure the depth to water and determine depth of well by examining drilling log data or by direct measurement. Calculate the volume of water in the well (in gallons) by using the length of the water column (in feet), multiplying by 0.163 for a 2-inch well or by 0.653 for a 4-inch well. For other well diameters, use the formula:

$$\text{Volume (in gallons)} = \bullet \text{ TIMES well radius (in feet) squared TIMES length of water column (in feet) TIMES 7.481 (gallons per cubic foot)}$$
6. Measure a length of rope or twine at least 10 feet greater than the total depth of the well. Secure one end of the rope to the well casing and secure the other end to the bailer. Test the knots and make sure the rope will not loosen. Check bailers so that all parts are intact and will not be lost in the well.
7. Lower bailer into well and remove one well volume of water. Contain all water in appropriate containers.
8. Monitor the field indicator parameters (e.g., turbidity, temperature, specific conductance, and pH). Measure field indicator parameters using a clean container such as a glass beaker or sampling cups provided with the instrument. Record field indicator parameters on the groundwater sampling log.
9. Repeat Steps 7 and 8 until three or four well volumes have been removed. Examine the field indicator parameter data to determine if the parameters have stabilized. The well is considered stabilized and ready for sample collection when turbidity values remain within 10% (or within 1 NTU if the turbidity reading is less than 10 NTU), the specific conductance and temperature values remain

within 3%, and pH remains within 0.1 units for three consecutive readings collected once per well volume removed.

10. If the field indicator parameters have not stabilized, remove a maximum of five well volumes prior to sample collection. Alternatively, five well volumes may be removed without measuring the field indicator parameters.
11. If the recharge rate of the well is very low, wells screened across the water table may be bailed dry and sampling should commence as soon as the volume in the well has recovered sufficiently to permit collection of samples. For wells screened entirely below the water table, the well should only be bailed down to a level slightly higher than the bentonite seal above the well screen. The well should not be bailed completely dry, to maintain the integrity of the seal. Sampling should commence as soon as the well volume has recovered sufficiently to permit sample collection.
12. Following purging, allow water level in well to recharge to a sufficient level to permit sample collection.
13. Complete the sample label and cover the label with clear packing tape to secure the label onto the container.
14. Slowly lower the bailer into the screened portion of the well and carefully retrieve a filled bailer from the well causing minimal disturbance to the water and any sediment in the well.
15. The sample collection order (as appropriate) will be as follows:
 - a. VOCs;
 - b. TOC;
 - c. SVOCs;
 - d. metals and cyanide; and
 - e. others.
16. When sampling for volatiles, collect water samples directly from the bailer into 40-mL vials with Teflon[®]-lined septa.

17. For other analytical samples, remove the cap from the large glass mixing container and slowly empty the bailer into the large glass mixing container. The sample for dissolved metals and/or filtered PCBs should either be placed directly from the bailer into a pressure filter apparatus or pumped directly from the bailer with a peristaltic pump, through an in-line filter, into the pre-preserved sample bottle.
18. Continue collecting samples until the mixing container contains a sufficient volume for all laboratory samples.
19. Mix the entire sample volume with the Teflon[®] stirring rod and transfer the appropriate volume into the laboratory jar(s). Secure the sample jar cap(s) tightly.
20. If sampling for total and filtered metals and/or PCBs, a filtered and unfiltered sample will be collected. Sample filtration for the filtered sample will be performed in the field using a peristaltic pump prior to preservation. Install new medical-grade silicone tubing in the pump head. Place new Teflon[®] tubing into the sample mixing container and attach to the intake side of pump tubing. Attach (clamp) a new 0.45-micron filter (note the filter flow direction). Turn the pump on and dispense the filtered liquid directly into the laboratory sample bottles.
21. Secure with packing material and store at 4°C in an insulated transport container provided by the laboratory.
22. After sample containers have been filled, remove one additional volume of groundwater. Measure the pH, temperature, turbidity, and conductivity. Record on the groundwater sampling log or bound field logbook the time sampling procedures were completed, any pertinent observations of the sample (e.g., physical appearance, and the presence or lack of odors or sheens), and the values of the field indicator parameters.
23. Remove bailer from well, secure well, and properly dispose of PPE and disposable equipment.
24. If a bailer is to be dedicated to a well, it should be secured inside the well above the water table, if possible. Dedicated bailers should be tied to the well cap so that inadvertent loss of the bailer will not occur when the well is opened.
25. Complete the procedures for packaging, shipping, and handling with associated chain-of-custody.

VII. Waste Management

Materials generated during groundwater sampling activities, including disposable equipment, will be placed in appropriate containers. Containerized waste will be disposed of by the client consistent with the procedures identified in the HASP.

VIII. Data Recording and Management

Initial field logs and chain-of-custody records will be transmitted to the ARCADIS PM at the end of each day unless otherwise directed by the PM. The groundwater team leader retains copies of the groundwater sampling logs.

IX. Quality Assurance

In addition to the quality control samples to be collected in accordance with this SOP, the following quality control procedures should be observed in the field:

- Collect samples from monitoring wells in order of increasing concentration, to the extent known based on review of historical site information if available.
- Equipment blanks should include the pump and tubing (if using disposable tubing) or the pump only (if using tubing dedicated to each well).
- Collect equipment blanks after wells with higher concentrations (if known) have been sampled.
- Operate all monitoring instrumentation in accordance with manufacturer's instructions and calibration procedures. Calibrate instruments at the beginning of each day and verify the calibration at the end of each day. Record all calibration activities in the field notebook.
- Clean all groundwater sampling equipment prior to use in the first well and after each subsequent well using procedures for equipment decontamination.

X. References

United States Environmental Protection Agency (USEPA). 1986. RCRA Groundwater Monitoring Technical Enforcement Guidance Document (September 1986).

USEPA Region II. 1998. *Ground Water Sampling Procedure Low Stress (Low Flow) Purging and Sampling*.

USEPA. 1991. Handbook Groundwater, Volume II Methodology, Office of Research and Development, Washington, DC. USEPN62S, /6-90/016b (July, 1991).

U.S. Geological Survey (USGS). 1977. National Handbook of Recommended Methods for Water-Data Acquisition: USGS Office of Water Data Coordination. Reston, Virginia.

Attachment 1

Groundwater Sampling Log



Low-Flow Groundwater Sampling Log

Project _____
 Project Number _____ Site Location _____ Well ID _____
 Date _____ Sampled By _____
 Sampling Time _____ Recorded By _____
 Weather _____ Coded Replicate No. _____

Instrument Identification

Water Quality Meter(s) _____ Serial # _____
 Casing Material _____ Purge Method _____
 Casing Diameter _____ Screen Interval (ft bmp) Top _____ Bottom _____
 Sounded Depth (ft bmp) _____ Pump Intake Depth (ft bmp) _____
 Depth to Water (ft bmp) _____ Purge Time Start _____ Finish _____

Field Parameter Measurements During Purging

Time	Minutes Elapsed	Flow Rate (mL/min)	Volume Purged	Temp (°C)	pH (s.u.)	Conductivity (umhos or mS/cm) ¹⁾	ORP (mV)	DO (mg/L)	Turbidity (NTU)	Depth to Water (ft bmp)

Collected Sample Condition _____ Color _____ Odor _____ Appearance _____
 Parameter _____ Container _____ No. _____ Preservative _____

PID Reading _____

Comments _____

1) Circle one unit type

Attachment 2**Oxygen Solubility in Fresh Water**

Temperature (degrees C)	Dissolved Oxygen (mg/L)
0	14.6
1	14.19
2	13.81
3	13.44
4	13.09
5	12.75
6	12.43
7	12.12
8	11.83
9	11.55
10	11.27
11	11.01
12	10.76
13	10.52
14	10.29
15	10.07
16	9.85
17	9.65
18	9.45
19	9.26
20	9.07
21	8.9
22	8.72
23	8.56
24	8.4
25	8.24
26	8.09
27	7.95
28	7.81
29	7.67
30	7.54
31	7.41
32	7.28
33	7.16
34	7.05
35	6.93

Reference: Vesilind, P.A., *Introduction to Environmental Engineering*, PWS
Publishing Company, Boston, 468 pages (1996).

Field Log Book Entries

Rev. #: 0

Rev Date: 11 August 2009

Approval Signatures

Prepared by: Andrew Kamik Date: 8/11/09

Reviewed by: Michael J. Gifford Date: 8/11/09
(Technical Expert)

I. Scope and Application

This ARCADIS Standard Operating Procedure covers the entries needed in a field log book for environmental investigations.

This SOP does not address all of the entries that may be needed for a specific project, and does not address health and safety, equipment decontamination, field parameter measurements, sample preservation, chain-of-custody, or laboratory analysis. For direction on requirements in these areas, refer to other ARCADIS SOPs, the project work plans including the quality assurance project plan, sampling plan, and health and safety plan, as appropriate.

II. Personnel Qualifications

ARCADIS personnel participating in fieldwork and making entries into the field log book should have a minimum of one (1) year of field experience (or be under the supervision and accompanied in the field by someone who does) and current health and safety training including 40-hour HAZWOPER training, site supervisor training, site-specific training, first aid, and CPR, as needed. Field personnel will also be compliant with client-specific training requirements. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the required skills and experience necessary to successfully complete the desired field work.

III. Equipment List

- Field Log Book
- Ball point (medium point) pen with blue or black ink (black preferred). A fine point Sharpie pen may be used if the ink does not bleed through the page and become visible on back side of the page. If weather conditions prevent the use of a pen, indicate so in the log and use an alternate writing instrument.
- Zip-lock baggie or other weather-proof container to protect the field log book from the elements.

IV. Cautions

All entries in the field log must be legible and archivable. Do not leave the field log book exposed to the elements or other conditions that might moisten the pages and smear/dissolve the entries. When not in the field, the log book should be stored in a location that is easily accessible to field crews.

V. Health and Safety Considerations

ARCADIS field personnel will be familiar and compliant with Client-specific health and safety requirements.

VI. Procedure

- Print legibly. Do not use cursive writing.
- The name of the project, project number and project location should be written in indelible ink on the outside of the field log book.
- On the inside of the front cover, write "If Found, Please Return to ARCADIS" and include the appropriate address and phone number, the name of the person to which the book is assigned, and the name of the project manager.
- Reserve the first page of the book for a Table of Contents.
- Reserve the last five (5) pages of the book for important contacts, notes, reminders, etc.
- Each day of field work, the following should be recorded in the field log book as applicable:
 - a) Project Name
 - b) Date and time arrived
 - c) Work Site Location
 - d) Names of people on-site related to the project including ARCADIS employees, visitors, subcontractor employees, agency personnel, client representative, etc.
 - e) Describe the work to be performed briefly, and list the equipment on-site
 - f) Indicate the health and safety (H&S) level to be used
 - g) Record instrument calibrations and checks
 - h) Record time and general content of H&S briefing
 - i) Describe the weather conditions, including temperature, precipitation, and wind speed and direction
 - j) List periodic time entries in the far left hand column of each page
 - k) Minimize unused space on each page
- The tailgate meeting must be recorded in the log book and the tailgate form completed. If H&S monitoring is performed, record the time and results of initial and followup monitoring.

- Note factual observations including collection of QA/QC samples, delays, well damage, accidents, work plan deviations, instrument problems, and problem resolutions.
- Describe work performed and how documented such as photographs, sample core logs, water sampling logs, etc.
- Describe bases for field decisions including pertinent conversations with visitors, regulators, or project personnel.
- Note final instrument calibrations and checks.
- Sign the log book at the end of each day at a minimum. Draw a line to the end of the page to indicate no further entries on that page. Sign the bottom of each page if possible.
- If an entry to the log book is changed, strike out the deleted text or item with a single line such that the entry remains legible, and initial and date the change. Such changes should only be made by the same person that made the initial entry.
- Field log book entries must be made in the field at the site, not at a later time at a different location. Supplemental entries to the log book may be made at a later date. The supplemental entry must be clearly identified as such and the entry must be signed and dated as described in this SOP.
- Problems noted in the field log book must be brought to the attention of the project manager and task manager in a timely fashion. Problems may be reported in person, on the telephone, or in a written daily log form. If daily logs are prepared and you will not be able to personally give the daily log to the project manager, send the daily log via FAX or overnight courier to the project manager and task manager.

VII. Waste Management

Investigation-derived waste will be managed as described in the Investigation-Derived Waste Handling and Storage SOP. A drum/waste inventory should be maintained on a pre-designated page in the field log book.

VIII. Data Recording and Management

Each page of the field log book should be scanned for electronic/digital archiving at periodic intervals. This will ensure that copies of the field notes are available in the event the field book is lost or damaged, and that field data can be easily disseminated to others without the risk of physically sending the field log book. Field log books that are full should be archived with the project files, and readily retrievable.

IX. Quality Assurance

Be mindful that the field log book may be produced in court. All entries should be legible (as discussed above). Entries should also be in English, unless working in a country where English is not the predominant language or you are directed otherwise by the project manager.

X. References

Not Applicable

Monitoring Well Development

Rev. #: 2.2

Rev. Date: March 22, 2010

Approval Signatures

Prepared by:  Date: 03/22/2010

Reviewed by:  Date: 03/22/2010
(Technical Expert)

I. Scope and Application

Monitoring wells (or piezometers, well points, or micro-wells) will be developed to clear them of fine-grained sediment to enhance the hydraulic connection between the well and the surrounding geologic formation. Development will be accomplished by evacuating well water by either pumping or bailing. Prior to pumping or bailing, the screened interval will be gently surged using a surge block, bailer, or inertia pump with optional surgeblock fitting as appropriate. Accumulated sediment in the bottom of the well (if present) will be removed by bailing with a bottom-loading bailer or via pumping using a submersible or inertia pump with optional surge-block fitting. Wells will also be gently brushed with a weighted brush to assist in removing loose debris, silt or flock attached to the inside of the well riser and/or screen prior to development. Pumping methods will be selected based on site-specific geologic conditions, anticipated well yield, water table depth, and groundwater monitoring objectives, and may include one or more of the following:

- submersible pump
- inertial pump (Watterra™ pump or equivalent)
- bladder pump
- peristaltic pump
- centrifugal pump

When developing a well using the pumping method, the pump (or, with inertial pumps, the tubing) is lowered to the screened portion of the well. During purging, the pump or tubing is moved up and down the screened interval until the well yields relatively clear water.

Submersible pumps have a motor-driven impeller that pushes the groundwater through discharge tubing to the ground surface. Inertial pumps have a check valve at the bottom of stiff tubing which, when operated up and down, lifts water to the ground surface. Bladder pumps have a bottom check valve and a flexible internal bladder that fills from below and is then compressed using pressurized air to force water out the top of the bladder through the discharge tubing to the ground surface. These three types of pumps have a wide range of applicability in terms of well depth and water depth.

Centrifugal and peristaltic pumps use atmospheric pressure to lift water from the well, and therefore can only be practically used where the depth to water is less than 25 feet.

II. Personnel Qualifications

Monitoring well development activities will be performed by persons who have been trained in proper well development procedures under the guidance of an experienced field geologist, engineer, or technician.

III. Equipment List

Materials for monitoring well development using a pump include the following:

- health and safety equipment, as required by the site Health and Safety Plan (HASP):
- cleaning equipment
- photoionization detector (PID) to measure headspace vapors
- pump
- polyethylene pump discharge tubing
- plastic sheeting
- power source (generator or battery)
- field notebook and/or personal digital assistant (PDA)
- graduated pails
- appropriate containers

- monitoring well keys
- water level indicator

Materials for monitoring well development using a bailer include the following:

- personal protective equipment (PPE) as required by the HASP
- cleaning equipment
- PID to measure headspace vapors
- bottom-loading bailer, sand bailer
- polypropylene or nylon rope
- plastic sheeting
- graduated pails
- appropriate containers
- keys to wells
- field notebook and/or PDA
- water level indicator
- weighted brush for well brushing

IV. Cautions

Where surging is performed to assist in removing fine-grained material from the sand pack, surging must be performed in a gentle manner. Excessive suction could promote fine-grained sediment entry into the outside of the sand pack from the formation.

Avoid using development fluids or materials that could impact groundwater or soil quality, or could be incompatible with the subsurface conditions.

In some cases it may be necessary to add potable water to a well to allow surging and development, especially for new monitoring wells installed in low permeability formations. Before adding potable water to a well, the Project Manager (PM) must be notified and the PM shall make the decision regarding the appropriateness and applicability of adding potable water to a well during well development procedures. If potable water is to be added to a well as part of development, the potable water source should be sampled and analyzed for constituents of concern, and the results evaluated by the PM prior to adding the potable water to the well. If potable water is added to a well for development purposes, at the end of development the well will be purged dry to remove the potable water, or if the well no longer goes dry then the well will be purged to remove at least three times the volume of potable water that was added.

V. Health and Safety Considerations

Field activities associated with monitoring well development will be performed in accordance with a site-specific HASP, a copy of which will be present on site during such activities.

VI. Procedure

The procedures for monitoring well development are described below. (Note: Steps 7, 8, and 10 can be performed at the same time using an inertial pump with a surge-block fitting.)

1. Don appropriate PPE (as required by the HASP).
2. Place plastic sheeting around the well.
3. Clean all equipment entering each monitoring well, except for new, disposable materials that have not been previously used.

4. Open the well cover while standing upwind of the well, remove well cap. Insert PID probe approximately 4 to 6 inches into the casing or the well headspace and cover with gloved hand. Record the PID reading in the field notebook. If the well headspace reading is less than 5 PID units, proceed; if the headspace reading is greater than 5 PID units, screen the air within the breathing zone. If the PID reading in the breathing zone is below 5 PID units, proceed. If the PID reading is above 5 PID units, move upwind from well for 5 minutes to allow the volatiles to dissipate. Repeat the breathing zone test. If the reading is still above 5 PID units, don the appropriate respiratory protection in accordance with the requirements of the HASP. Record all PID readings.
5. Obtain an initial measurement of the depth to water and the total well depth from the reference point at the top of the well casing. Record these measurements in the field log book.
6. Prior to redeveloping older wells that may contain solid particulate debris along the inside of the well casing and screen, gently lower and raise a weighted brush along the entire length of the well screen and riser to free and assist in removing loose debris, silt or flock. Perform a minimum of 4 "passes" along the screened and cased intervals of the well below the static water level in the well. Allow the resulting suspended material to settle for a minimum of one day prior to continuing with redevelopment activities.
7. Lower a surge block or bailer into the screened portion of the well. Gently raise and lower the surge block or bailer within the screened interval of the well to force water in and out of the screen slots and sand pack. Continue surging for 15 to 30 minutes.
8. Lower a bottom-loading bailer, submersible pump, or inertia pump tubing with check valve to the bottom of the well and gently bounce the bailer, pump, pump tubing on the bottom of the well to collect/remove accumulated sediment, if any. Remove and empty the bailer, if used. Repeat until the bailed/pumped water is free of excessive sediment and the bottom of the well feels solid. Alternatively, measurement of the well depth with a water level indicator can be used to verify that sediment and/or silt has been removed to the extent practicable, based on a comparison with the well installation log or previous measurement of total well depth.
9. After surging the well and removing excess accumulated sediment from the bottom of the well, re-measure the depth-to-water and the total well depth from the reference point at the top of the well casing. Record these measurements in the field log book.
10. Remove formation water by pumping or bailing. Where pumping is used, measure and record the pre-pumping water level. Operate the pump at a relatively constant rate. Measure the pumping rate using a calibrated container and stop watch, and record the pumping rate in the field log book. Measure and record the water level in the well at least

once every 5 minutes during pumping. Note any relevant observations in terms of water color, visual level of turbidity, sheen, odors, etc. Pump or bail until termination criteria specified in the Field Sampling Plan (FSP) are reached. Record the total volume of water purged from the well.

11. If the well goes dry, stop pumping or bailing. Note the time that the well went dry. After allowing the well to recover, note the time and depth to water. Resume pumping or bailing when sufficient water has recharged the well.
12. Contain all water in appropriate containers.
13. When complete, secure the lid back on the well.
14. Place disposable materials in plastic bags for appropriate disposal and decontaminate reusable, downhole pump components and/or bailer.

VII. Waste Management

Materials generated during monitoring well installation and development will be placed in appropriate labeled containers and disposed of as described in the Work Plan or Field Sampling Plan.

VIII. Data Recording and Management

Well development activities will be documented in a proper field notebook and/or PDA. Pertinent information will include personnel present on site; times of arrival and departure; significant weather conditions; timing of well development activities; development method(s); observations of purge water color, turbidity, odor, sheen, etc.; purge rate; and water levels before and during pumping.

IX. Quality Assurance

All reused, non-disposable, downhole well development equipment will be cleaned in accordance with the procedures outlined in the Field Equipment Cleaning-Decontamination SOP.

X. References

Not applicable.

Water Level Measurement

Rev. #: 1

Rev Date: March 17, 2004

Approval Signatures

Prepared by: _____

Date: _____

Reviewed by: _____
(Technical Expert)

Date: _____

Reviewed by: _____
(Project Manager)

Date: _____

I. Scope and Application

The objective of this Standard Operating Procedure (SOP) is to describe the procedure to measure and record groundwater and surface-water elevations. Water levels may be measured using an electronic oil-water level indicator or a pressure transducer from established reference points (e.g. top of casing). Reference points will be surveyed to evaluate their elevations relative to mean sea level (msl). This SOP describes the equipment, field procedures, materials, and documentation procedures necessary to measure and record groundwater and surface-water elevations using the aforementioned equipment.

This is a standard (i.e., typically applicable) operating procedure which may be varied or changed as required, dependent upon site conditions, equipment limitations, or limitations imposed by the procedure. The ultimate procedure employed will be documented in the project work plans or reports. . If changes to the sampling procedures are required due to unanticipated field conditions, the changes will be discussed with DTSC as soon as practicable and documented in the report.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training including 40-hour HAZWOPER training, site supervisor training, site-specific training, first aid, and CPR, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the required skills and experience necessary to successfully complete the desired field work.

III. Equipment List

The following materials, as required, shall be available during water level measurements:

- Appropriate personal protective equipment as specified in the Site Health and Safety Plan
- Equipment decontamination supplies (See *Field Sampling Equipment Decontamination Procedures SOP No. 1213199*)
- Electronic oil-water level indicator
- Mini-Troll® pressure transducer

- In-Situ™ data logger
- Laptop computer with the Win-Situ software package installed
- Photoionization detector (PID) and/or organic vapor analyzer
- Non-phosphate laboratory soap (Alconox or equivalent)
- Deionized/distilled water
- 150-foot measuring tape
- Solvent (methanol/acetone) rinse
- Portable containers
- Hacksaw or
- Pliers
- Plastic sheeting
- Field logbook
- Indelible ink pen.

IV. Cautions

Water level measurements will be recorded within 24-hours of monitoring well development as recommended by CalEPA (CalEPA, 1995). However, water level measurements will be recorded within 12-hours when the aquifer is influenced by tides, river stages, bank storage, impoundments, and/or unlined ditches. Finally, aquifers stressed by intermittent pumping and aquifers recharged from confined or semi-confined aquifers may demonstrate significant water level fluctuations.

V. Health and Safety Considerations

Volatile organics present in the monitoring well head space should be measured with a photoionization detector (PID) to evaluate potential hazards and recorded in the field logbook.

Well covers and casing should be removed carefully to avoid potential contact with insects or animal nesting in the well casings.

VI. Procedure

Oil-Water Indicators

Calibration procedures and groundwater level measurement procedures for oil-water indicators are described in the sections below.

Calibration Procedures

The oil-water indicator will be tested to verify that the meter has been correctly calibrated by the manufacturer. The following steps will be used to verify the accuracy of the oil-water indicator:

1. Measure the lengths between each increment marker on the oil-water indicator with a 150-foot tape measuring tape. The first 150 feet of the oil-water indicator measuring tape will be checked for accuracy.
2. If the oil-water indicator measuring tape is inaccurate, the probe will be sent back to the manufacturer.
3. Equipment calibration will be recorded in the field logbook.

Groundwater Level Measurement Procedures

A detailed procedure for obtaining water elevations using an electronic oil-water level indicator will be as follows:

1. Identify site and monitoring well number in field notebook along with date, time, personnel and weather conditions using indelible ink.
2. Use safety equipment as specified in the Health and Safety Plan.
3. Decontaminate the oil-water level indicator with an Alconox and water scrub, a distilled water rinse, a solvent rinse, and another distilled water rinse between each well in accordance with the *Field Sampling Equipment Decontamination Procedures* SOP (No. 1213199).
4. Place clean plastic sheeting on the ground next to the well.

5. Unlock and open the monitoring well cover while standing upwind from the well.
6. Measure the volatile organics present in the monitoring well head space with a PID and record the PID reading in the field logbook.
7. Allow the water level in the well to equilibrate with atmospheric pressure for a few minutes. Locate a measuring reference point on the monitoring well casing. If one is not found, create a reference point by notching the inner casing (or outer if an inner casing is not present) with a hacksaw. All downhole measurements will be taken from the reference point. Document the creation of any new reference point or alteration of the existing reference point.
8. Measure to the nearest 0.01 foot and record the height of the inner and outer casing from reference point to ground level.
9. Slowly lower the oil-water level indicator probe until it touches the bottom of the well. Record the depth of the well. Make water level, oil-water interface, and oil level measurements as the probe is drawn back up through the water column. Double check all measurements and record depths to the nearest 0.01 foot.
10. Decontaminate the instrument with an Alconox and water scrub, a distilled water rinse, a solvent rinse, and another distilled water rinse between each well in accordance with the *Field Sampling Equipment Decontamination Procedures SOP* (No. 1213199).
11. Lock the well when all activities are completed.

Pressure Transducers

The detailed procedure for obtaining water elevations using a Mini-Troll® pressure transducer with an In-Situ™ data logger and the Win-Situ software package will be as follows:

Setup Procedures

1. Connect the Mini-Troll® to a laptop computer serial port.
2. Open the Win-Situ software package on the laptop computer.
3. Verify that the Win-Situ software recognizes the Mini-Troll®.
4. Synchronize the clock on the laptop computer with that of the Mini-Troll®.

5. Add a test to the Mini-Troll® and input the specifications of the test (e.g., frequency of data collection, start data collection).
6. Disconnect the Mini-Troll® from the laptop computer, and prepare the Mini-Troll® for field deployment.

Field Procedures

1. Decontaminate all equipment entering the monitoring well with an Alconox and water scrub, a distilled water rinse, a solvent rinse, and another distilled water rinse between each well in accordance with the *Field Sampling Equipment Decontamination Procedures* SOP (No. 1213199).
2. Connect Mini-Troll® to laptop computer, and start the Win-Situ program.
3. Lower the Mini-Troll® gently below the water table.
4. Take a water level reading from the Mini-Troll® using the Win-Situ software package.
5. Lift the Mini-Troll® approximately 1-foot, and verify the Mini-Troll® response on the Win-Situ program (i.e. depth to water should be 1-foot lower).
6. Upon verification, set the Mini-Troll® to the desired depth. Position the instrument below the lowest anticipated water level, but not so low that its range will be exceeded at the highest anticipated water level.
7. Secure the cable to prevent drift and movement.
8. Set reference point (e.g. depth to water, groundwater elevation) and input it into the Win-Situ software package.
9. Periodically download data and collect manual depth to water measurements using the same oil-water indicator probe used during the equipment setup to verify the accuracy of the Mini-Troll®.

VII. Waste Management

Decontamination water should be containerized and characterized in accordance with California Environmental Protection Agency's procedures for *Representative Sampling of Groundwater for Hazardous Substances* (CalEPA, 1995). Rinse water, personal protective equipment, and other residuals generated during equipment

decontamination will be placed in appropriate containers and labeled. Containerized waste will be disposed of consistent with appropriate procedures as outlined in the *Handling and Storage of Investigation-Derived Waste SOP* (No. 152319).

VIII. Data Recording and Management

Groundwater level measurements should be documented in the field logbook. The following information will be documented in the field logbook:

- Sample identification
- Measurement time
- Total well depth
- Depth to water
- Depth to product, if encountered
- Product thickness, if encountered.

Groundwater elevations recorded using a Mini-Troll® pressure transducer with an In-Situ™ data logger and the Win-Situ software package will be downloaded and stored in the central project file.

IX. Quality Assurance

The oil-water indicator tape may need to be weighted for deeper monitoring wells. The amount of weight added should be sufficient enough to keep the oil-water indicator tape straight. Standing water level measurement devices are not appropriate for recording the depth of monitoring wells (CalEPA, 1995).

X. References


California Environmental Protection Agency (CalEPA). 1995. *Representative Sampling of Groundwater for Hazardous Substances. Guidance Manual for Ground Water Investigations*. July 1995.

Standard Operating Procedure for LNAPL Sample Collection and Shipping

Rev. #: 1.0


Rev Date: March 26, 2009

Approval Signatures

Prepared by: 

(Trika Nelson-Kalmes)

Date: 3/26/09

Reviewed by: 

(Brad Koons)

Date: 3/26/09

I. Scope and Application

Subsurface fluid sample collection is often required to characterize Light Nonaqueous Phase Liquid (LNAPL) properties at petroleum-impacted sites. The subsurface fluids (groundwater and separate-phase petroleum product) are submitted to an analytical laboratory(s) for specialized physical testing (e.g., density, viscosity, interfacial tension) and/or chemical speciation testing. It is important to note that the physical parameters are temperature sensitive. Therefore, the laboratory should be directed to analyze the samples at representative subsurface fluid temperatures. The fluid data are used to support site-specific LNAPL mobility calculations and development of the LNAPL site conceptual model.

This SOP does not address details of drilling method selection; soil description; or laboratory analysis. Refer to other ARCADIS SOPs and the project work plan, as appropriate.

II. Personnel Qualifications

ARCADIS personnel overseeing, directing, or supervising LNAPL fluid collection shall have previous related experience (minimum of 2 years) collecting fluid samples from wells and shall be trained in shipping of hazardous materials.

III. Equipment List

- personal protective equipment (PPE), items specified by the site Health and Safety Plan (HASp), and first aid kit;
- measuring tape;
- scissors;
- indelible ink pens;
- site map;
- contact names and numbers;
- well lock keys;
- logbook;
- interface probe;
- cleaning equipment/supplies, including deionized (DI) water and LiquiNox or equivalent;
- plastic sheeting;
- sampling containers;
- bailers, rope, and bailer retrieval device;
- buckets;
- bubble wrap and Styrofoam peanuts;
- duct tape and clear packaging tape;
- shippable cooler or sturdy box;
- shipping labels;
- chain of custody forms;
- garbage bags; and
- drum bung wrench.

IV. Cautions

Please refer to the Site specific HASP and JSAs for the Site.

V. Health and Safety Considerations

Field activities associated with collection of nonaqueous phase liquids and water will be performed in accordance with a site specific HASP, a copy of which will be present on site during such activities. The field staff must be made aware of hazardous substances that may be present in the groundwater and nonaqueous phase liquids and understand the associated health hazards.

VI. Fluid Sample Collection Procedure

1. Measuring the static water level: Proper PPE must be worn (i.e. gloves, safety glasses, steel-toed boots, etc.). Remove cap from well and deploy the oil/LNAPL and water interface probe into the well. Measure the static LNAPL and water levels in each well before sampling. Decontaminate the interface probe using LiquiNox (or equivalent) and DI water between well measurements. Read fluid level measurements to the nearest 0.01 foot on the north side, top of casing. Use the same electronic oil and water interface probe for all wells. Make sure to record all depths to product (DTP) and depths to water (DTW) in the field book. Depending on the probe, it will make different sounds for water and oil/LNAPL.
2. Collecting LNAPL and groundwater samples: Dedicated bailer and rope must be used for each well. Make sure to sample in the same order that water and LNAPL levels were collected to avoid any cross contamination. Collect the LNAPL sample by slowly lowering the bailer into the LNAPL, but not into the water. Pull the bailer out of the well. If both water and LNAPL are present, allow the liquids to separate. Collect the groundwater sample by lowering the bailer below the groundwater/LNAPL interface and slowly removing the bailer. Use a bottom emptying device to decant (drain) the appropriate amount of LNAPL or water into the appropriate container(s), as described below. Drain off remaining, unneeded liquids into a 5 gallon "waste" bucket. Record the amount of LNAPL bailed from each well in the logbook. The required sample volumes and containers, indicated below, are dependent upon the laboratory analyses to be performed.
 - a. Fluid Properties Analysis: Requires 250 mL (minimum) of site groundwater and 250 mL (minimum) of LNAPL. The groundwater and LNAPL must be separated and placed into separate 1-liter glass containers.

- b. **Water/LNAPL Relative Permeability:** Requires 1 to 2 liters (minimum) of field water and 1 liter (minimum) of LNAPL, placed in up to three 1-liter glass containers. It is preferable that LNAPL and field water are separated into separate sample containers.
3. Use waterproof labels for the containers and permanent waterproof marking devices for labeling. Labels are to include unique sample IDs, collection date and time, sampler initials, and lab analyses to be performed. These samples **DO NOT** need to be chemically preserved or shipped on ice.
4. Once sampling is complete, put the cap back on the well, close, and secure it as necessary. Personal protective equipment (such as gloves and disposable clothing) and other disposable equipment resulting from cleaning procedures and LNAPL and water sampling/handling activities (such as paper towels, rope, and bailers) will be placed in plastic garbage bags. Disposable PPE and equipment should not be re-used. Dispose of any excess water/LNAPL from the well into a 55-gallon drum or on site poly tank for proper disposal at a later date. Follow the procedures outlined in the Waste Management section below for further waste handling.

VII. Sample Shipping Procedure

The United States Department of Transportation (DOT) hazardous shipping guidelines must be followed when shipping LNAPL. Hazardous samples being shipped by ARCADIS staff must have completed current training through ARCADIS for DOT training for hazardous material shipping. A shipping determination form must be completed for all samples being shipped along with following all ARCADIS and DOT shipping guidelines. All forms and guidelines can be found online at <http://team/sites/hazmat/default.aspx>. If there are additional questions contact Sam Moyers (ARCADIS H&S).

VIII. Waste Management

The plastic garbage bags containing disposable PPE and equipment will be transferred into appropriately labeled 55-gallon drums or disposed of in a designated debris box for disposal. All decontamination and well water will be placed in separate sealed 55-gallon steel drums and stored in a secured area. Once full, the material will be analyzed to determine the appropriate disposal method.

IX. Data Recording and Management

The supervising geologist/engineer will be responsible for documenting sampling events using a logbook to record all relevant information in a clear and concise format. The sampling event record shall include:

- name and location of project;
- project number, client, and site location;
- names of Contractor, Contractor personnel, inspectors, and other people onsite;
- weather conditions;
- depth to groundwater and depth to LNAPL;
- type of sampling method;
- start and finish dates and times of sampling;
- volume of groundwater bailed and sampled;
- LNAPL as measured in a graduated cylinder and sampled; and
- photo document the LNAPL and cooler packaging.

X. Quality Assurance

Equipment will be cleaned prior to use onsite, between each sampling location, and prior to leaving the site.

Review bottle labels and the COC prior to shipping to ensure everything is labeled and documented correctly.

XI. References

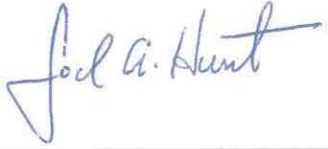
PTS Laboratories, 2009. www.ptslabs.com

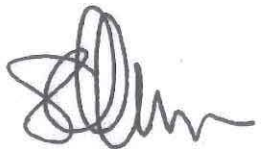
Soil Description

Rev. #: 0

Rev Date: May 20, 2008

Approval Signatures

Prepared by:  Date: 5/22/08

Reviewed by:  Date: 5/22/08
(Technical Expert)

Reviewed by:  Date: 5/22/08
(Technical Expert)

I. Scope and Application

This ARCADIS standard operating procedure (SOP) describes proper soil description procedures. This SOP should be followed for all unconsolidated material unless there is an established client-required specific SOP or regulatory-required specific SOP. In cases where there is a required specific SOP, it should be followed and should be referenced and/or provided as an appendix to reports that include soil classifications and/or boring logs. When following a required non-ARCADIS SOP, additional information required by this SOP should be included in field notes with client approval.

This SOP has been developed to emphasize field observation and documentation of details required to:

- make hydrostratigraphic interpretations guided by depositional environment/geologic settings;
- provide information needed to understand the distribution of constituents of concern; properly design wells, piezometers, and/or additional field investigations; and develop appropriate remedial strategies.

This SOP incorporates elements from various standard systems such as ASTM D2488-06, Unified Soil Classification System, Burmister and Wentworth. However, none of these standard systems focus specifically on contaminant hydrogeology and remedial design. Therefore, although each of these systems contain valuable guidance and information related to correct descriptions, strict application of these systems can omit information critical to our clients and the projects that we perform.

This SOP does not address details of health and safety; drilling method selection; boring log preparation; sample collection; or laboratory analysis. Refer to other ARCADIS SOPs, the project work plans including the quality assurance project plan, sampling plan, and health and safety plan (HASP), as appropriate.

II. Personnel Qualifications

Soil descriptions will be completed only by persons who have been trained in ARCADIS soil description procedures. Field personnel will complete training on the ARCADIS soil description SOP in the office and/or in the field under the guidance of an experienced field geologist. For sites where soil descriptions have not previously been well documented, soil descriptions should be performed only by trained persons with a degree in geology or a geology-related discipline.

III. Equipment List

The following equipment should be taken to the field to facilitate soil descriptions:

- field book, field forms or PDA to record soil descriptions;
- field book for supplemental notes;
- this SOP for Soil Descriptions and any project-specific SOP (if required);
- field card showing Wentworth scale;
- Munsell® soil color chart;
- tape measure divided into tenths of a foot;
- stainless steel knife or spatula;
- hand lens;
- water squirt bottle;
- jar with lid;
- personal protective equipment (PPE), as required by the HASP; and
- digital camera.

IV. Cautions

Drilling and drilling-related hazards including subsurface utilities are discussed in other SOPs and site-specific HASPs and are not discussed herein.

Soil samples may contain hazardous substances that can result in exposure to persons describing soils. Routes for exposure may include dermal contact, inhalation and ingestion. Refer to the project specific HASP for guidance in these situations.

V. Health and Safety Considerations

Field activities associated with soil sampling and description will be performed in accordance with a site-specific HASP, a copy of which will be present on site during such activities. Know what hazardous substances may be present in the soil and understand their hazards. Always avoid the temptation to touch soils with bare hands, detect odors by placing soils close to your nose, or tasting soils.

VI. Procedure

1. Select the appropriate sampling method to obtain representative samples in accordance with the selected sub-surface exploration method, e.g. split-spoon or Shelby sample for hollow-stem drilling, Lexan or acetate sleeves for dual-tube direct push, etc.
2. Proceed with field activities in required sequence. Although completion of soil descriptions is often not the first activity after opening sampler, identification of stratigraphic changes is often necessary to select appropriate intervals for field screening and/or selection of laboratory samples.
3. Examine all of each individual soil sample (this is different than examining each sample selected for laboratory analysis), and record the following for each stratum:
 - depth interval;
 - principal component with descriptors, as appropriate;
 - amount and identification of minor component(s) with descriptors as appropriate;
 - moisture;
 - consistency/density;
 - color; and
 - additional description or comments (recorded as notes).

The above is described more fully below.

DEPTH

To measure and record the depth below ground level (bgl) of top and bottom of each stratum, the following information should be recorded.

1. Measured depth to the top and bottom of sampled interval. Use starting depth of sample based upon measured tool length information and the length of sample interval.

2. Length of sample recovered, not including slough (material that has fallen into hole from previous interval), expressed as fraction with length of recovered sample as numerator over length of sampled interval as denominator (e.g. 14/24 for 14 inches recovered from 24-inch sampling interval that had 2 inches of slough discarded).
3. Thickness of each stratum measured sequentially from the top of recovery to the bottom of recovery.
4. Any observations of sample condition or drilling activity that would help identify whether there was loss from the top of the sampling interval, loss from the bottom of the sampling interval, or compression of the sampling interval.
Examples: 14/24, gravel in nose of spoon; or 10/18 bottom 6 inches of spoon empty.

DETERMINATION OF COMPONENTS

Obtain a representative sample of soil from a single stratum. If multiple strata are present in a single sample interval, each stratum should be described separately. More specifically, if the sample is from a 2-foot long split-spoon where strata of coarse sand, fine sand and clay are present, then the resultant description should be of the three individual strata unless a combined description can clearly describe the interbedded nature of the three strata. Example: Fine Sand with interbedded lenses of Silt and Clay, ranging between 1 and 3 inches thick.

Identify principal component and express volume estimates for minor components on logs using the following standard modifiers.

Modifier	Percent of Total Sample (by volume)
and	36 - 50
some	21 - 35
little	10 - 20
trace	<10

Determination of components is based on using the Udden-Wentworth particle size classification (see below) and measurement of the average grain size diameter. Each size grade or class differs from the next larger grade or class by a constant ratio of $\frac{1}{2}$. Due to visual limitations, the finer classifications of Wentworth's scale cannot be distinguished in the field and the subgroups are not included. Visual determinations in the field should be made carefully by comparing the sample to the field gauge card that shows Udden-Wentworth scale or by measuring with a ruler. Use of field sieves s

recommended to assist in estimating percentage of coarse grain sizes. Settling test or wash method (Appendix X4 of ASTM D2488) is recommended for determining presence and estimating percentage of clay and silt.

Udden-Wenworth Scale Modified ARCADIS, 2008			
Size Class	Millimeters	Inches	Standard Sieve #
Boulder	256 – 4096	10.08+	
Large cobble	128 - 256	5.04 -10.08	
Small cobble	64 - 128	2.52 – 5.04	
Very large pebble	32 – 64	0.16 - 2.52	
Large pebble	16 – 32	0.63 – 1.26	
Medium pebble	8 – 16	0.31 – 0.63	
Small pebble	4 – 8	0.16 – 0.31	No. 5 +
Granule	2 – 4	0.08 – 0.16	No.5 – No.10
Very coarse sand	1 -2	0.04 – 0.08	No.10 – No.18
Coarse sand	½ - 1	0.02 – 0.04	No.18 - No.35
Medium sand	¼ - ½	0.01 – 0.02	No.35 - No.60
Fine sand	1/8 -¼	0.005 – 0.1	No.60 - No.120
Very fine sand	1/16 – 1/8	0.002 – 0.005	No. 120 – No. 230
Silt (subgroups not included)	1/256 – 1/16	0.0002 – 0.002	Not applicable (analyze by pipette or hydrometer)
Clay (subgroups not included)	1/2048 – 1/256	.00002 – 0.0002	

Identify components as follows. Remove particles greater than very large pebbles (64-mm diameter) from the soil sample. Record the volume estimate of the greater than very large pebbles. Examine the sample fraction of very large pebbles and smaller particles and estimate the volume percentage of the pebbles, granules, sand, silt and clay. Use the jar method, visual method, and/or wash method (Appendix X4 of ASTM D2488) to estimate the volume percentages of each category.

Determination of actual dry weight of each Udden-Wentworth fraction requires laboratory grain-size analysis using sieve sizes corresponding to Udden-Wentworth fractions and is highly recommended to determine grain-size distributions for each hydrostratigraphic unit.

Lab or field sieve analysis is advisable to characterize the variability and facies trends within each hydrostratigraphic unit. Field sieve-analysis can be performed on selected samples to estimate dry weight fraction of each category using ASTM D2488 Standard Practice for Classification of Soils for Engineering Purposes as guidance, but replace required sieve sizes with the following Udden-Wentworth set: U.S. Standard sieve mesh sizes 6; 12; 20; 40; 70; 140; and 270 to retain pebbles; granules; very coarse sand; coarse sand; medium sand; fine sand; and very fine sand, respectively.

PRINCIPAL COMPONENT

The principal component is the size fraction or range of size fractions containing the majority of the volume. Examples: the principal component in a sample that contained 55% pebbles would be "Pebbles"; or the principal component in a sample that was 20% fine sand, 30% medium sand and 25% coarse sand would be "Fine to coarse Sand" or for a sample that was 40% silt and 45% clay the principal component would be "Clay and Silt".

Include appropriate descriptors with the principal component. These descriptors vary for different particle sizes as follows.

Angularity – Describe the angularity for very coarse sand and larger particles in accordance with the table below (ASTM D-2488-06). Figures showing examples of angularity are available in ASTM D-2488-06 and the ARCADIS Soil Description Field Guide.

Description	Criteria
Angular	Particles have sharp edges and relatively plane sides with unpolished surfaces.
Subangular	Particles are similar to angular description but have rounded edges.
Subrounded	Particles have nearly plane sides but have well-rounded corners and edges.
Rounded	Particles have smoothly curved sides and no edges.

Plasticity – Describe the plasticity for silt and clay based on observations made during the following test method (ASTM D-2488-06).

- As in the dilatancy test below, select enough material to mold into a ball about ½ inch (12 mm) in diameter. Mold the material, adding water if necessary, until it has a soft, but not sticky, consistency.
- Shape the test specimen into an elongated pat and roll by hand on a smooth surface or between the palms into a thread about 1/8 inch (3 mm) in diameter. (If the sample is too wet to roll easily, it should be spread into a thin layer and allowed to lose some water by evaporation.) Fold the sample threads and reroll repeatedly until the thread crumbles at a diameter of about 1/8 inch. The thread will crumble when the soil is near the plastic limit.

Description	Criteria
Nonplastic	A 1/8 inch (3 mm) thread cannot be rolled at any water content.
Low	The thread can barely be rolled and the lump cannot be formed when drier than the plastic limit.
Medium	The thread is easy to roll and not much time is required to reach the plastic limit. The thread cannot be rerolled after reaching the plastic limit. The lump crumbles when drier than the plastic limit.
High	It takes considerable time rolling and kneading to reach the plastic limit. The thread can be rolled several times after reaching the plastic limit. The lump can be formed without crumbling when drier than the plastic limit.

Dilatancy – Describe the dilatancy for silt and silt-sand mixtures using the following field test method (ASTM D-2488-06).

- From the specimen select enough material to mold into a ball about $\frac{1}{2}$ inch (12 mm) in diameter. Mold the material adding water if necessary, until it has a soft, but not sticky, consistency.
- Smooth the ball in the palm of one hand with a small spatula.
- Shake horizontally, striking the side of the hand vigorously with the other hand several times.
- Note the reaction of water appearing on the surface of the soil.
- Squeeze the sample by closing the hand or pinching the soil between the fingers, and note the reaction as none, slow, or rapid in accordance with the table below. The reaction is the speed with which water appears while shaking and disappears while squeezing.

Description	Criteria
None	No visible change in the specimen.
Slow	Water appears slowly on the surface of the specimen during shaking and does not disappear or disappears slowly upon squeezing.
Rapid	Water appears quickly on the surface of the specimen during shaking and disappears quickly upon squeezing.

MINOR COMPONENT(S)

The minor component(s) are the size fraction(s) containing less than 50% volume.

Example: the identified components are estimated to be 60% medium sand to granules, 25 % silt and clay; 15 % pebbles – there are two identified minor components: silt and clay; and pebbles.

Include a standard modifier to indicate percentage of minor components (see Table on Page 5) and the same descriptors that would be used for a principal component.

Plasticity should be provided as a descriptor for the silt and clay. Dilatancy should be provided for silt and silt-sand mixtures. Angularity should be provided as a descriptor for pebbles and coarse sand. For the example above, the minor constituents with

modifiers could be: some silt and clay, low plasticity; little medium to large pebbles, sub-round.

SORTING

Sorting is the opposite of grading, which is a commonly used term in the USCS or ASTM methods to describe the uniformity of the particle size distribution in a sample. Well-sorted samples are poorly graded and poorly sorted samples are well graded. ARCADIS prefers the use of sorting for particle size distributions and grading to describe particle size distribution trends in the vertical profile of a sample or hydrostratigraphic unit because of the relationship between sorting and the energy of the depositional process. For soils with sand-sized or larger particles, sorting should be determined as follows:

- Well sorted – the range of particle sizes is limited (e.g. the sample is comprised of predominantly one or two grain sizes)
- Poorly sorted – a wide range of particle sizes are present

You can also use sieve analysis to estimate sorting from a sedimentological perspective; sorting is the statistical equivalent of standard deviation. Smaller standard deviations correspond to higher degree of sorting (see Remediation Hydraulics, 2008).

MOISTURE

Moisture content should be described for every sample since increases or decreases in water content is critical information. Moisture should be described in accordance with the table below (percentages should not be used unless determined in the laboratory).

Description	Criteria
Dry	Absence of moisture, dry to touch, dusty.
Moist	Damp but no visible water.
Wet (Saturated)	Visible free water, soil is usually below the water table.

CONSISTENCY or DENSITY

This can be determined by standard penetration test (SPT) blow counts (ASTM D-1586) or field tests in accordance with the tables below. For SPT blow counts the N-value is used. The N-value is the blows per foot for the 6" to 18" interval. Example: for 24-inch spoon, recorded blows per 6-inch interval are: 4/6/9/22. Since the second interval is 6" to 12", the third interval is 12" to 18", the N value is 6+9, or 15. Fifty blow counts for less than 6 inches is considered refusal.

Fine-grained soil – Consistency

Description	Criteria
Very soft	N-value < 2 or easily penetrated several inches by thumb.
Soft	N-value 2-4 or easily penetrated one inch by thumb.
Medium stiff	N-value 9-15 or indented about ¼ inch by thumb with great effort.
Very stiff	N-value 16-30 or readily indented by thumb nail.
Hard	N-value > than 30 or indented by thumbnail with difficulty

Coarse-grained soil – Density

Description	Criteria
Very loose	N-value 1- 4
Loose	N-value 5-10
Medium dense	N-value 11-30
Dense	N-value 31- 50
Very dense	N-value >50

COLOR

Color should be described using simple basic terminology and modifiers based on the Munsell system. Munsell alpha-numeric codes are required for all samples. If the sample contains layers or patches of varying colors this should be noted and all representative colors should be described. The colors should be described for moist

samples. If the sample is dry it should be wetted prior to comparing the sample to the Munsell chart.

ADDITIONAL COMMENTS (NOTES)

Additional comments should be made where observed and should be presented as notes with reference to a specific depth interval(s) to which they apply. Some of the significant information that may be observed includes the following.

- **Odor** - You should not make an effort to smell samples by placing near your nose since this can result in unnecessary exposure to hazardous materials. However, odors should be noted if they are detected during the normal sampling procedures. Odors should be based upon descriptors such as those used in NIOSH "Pocket Guide to Chemical Hazards", e.g. "pungent" or "sweet" and should not indicate specific chemicals such as "phenol-like" odor or "BTEX" odor.
- **Structure**
- **Bedding planes** (laminated, banded, geologic contacts)
- **Presence of roots, root holes, organic material, man-made materials, minerals, etc.**
- **Mineralogy**
- **Cementation**
- **NAPL presence/characteristics, including sheen** (based on client-specific guidance)
- **Reaction with HCl** (typically used only for special soil conditions)
- **Origin, if known** (capital letters: LACUSTRINE; FILL; etc.)

EXAMPLE DESCRIPTIONS

51.4 to 54.0' Clay, some silt, medium to high plasticity; trace small to large pebbles, subround to subangular up to 2" diameter; moist; stiff; dark grayish brown (10YR 4/2)
NOTE: Lacustrine; laminated 0.01 to 0.02 feet thick, laminations brownish yellow (10 YR 4/3).



32.5 to 38.0' Sand, medium to Pebbles, coarse; sub-round to sub-angular; trace silt; poorly sorted; wet; grayish brown (10YR5/2). NOTE: sedimentary, igneous and metamorphic particles.

Unlike the first example where a density of cohesive soils could be estimated, this roto sonic sand and pebble sample was disturbed during drilling (due to vibrations in a loose Sand and Pebble matrix) so no density description could be provided. Neither sample had noticeable odor so odor comments were not included.

The standard generic description order is presented below.

- Depth

- Principal Components
 - Angularity for very coarse sand and larger particles
 - Plasticity for silt and clay
 - Dilatancy for silt and silt-sand mixtures
- Minor Components
- Sorting
- Moisture
- Consistency or Density
- Color
- Additional Comments

VII. Waste Management

Project-specific requirements should be identified and followed. The following procedures, or similar waste management procedures are generally required.

Water generated during cleaning procedures will be collected and contained onsite in appropriate containers for future analysis and appropriate disposal. PPE (such as gloves, disposable clothing, and other disposable equipment) resulting from personnel cleaning procedures and soil sampling/handling activities will be placed in plastic bags. These bags will be transferred into appropriately labeled 55-gallon drums or a covered roll-off box for appropriate disposal.

Soil materials will be placed in sealed 55-gallon steel drums or covered roll-off boxes and stored in a secured area. Once full, the material will be analyzed to determine the appropriate disposal method.

VIII. Data Recording and Management

Upon collection of soil samples, the soil sample should be logged on a standard boring log and/or in the field log book depending on Data Quality Objectives (DQOs) for the task/project. Two examples of standard boring logs are presented below.

Completed logs and/or logbook will be maintained in the task/project field records file. Digital photographs of typical soil types observed at the site and any unusual features should be obtained whenever possible. All photographs should include a ruler or common object for scale. Photo location, depth and orientation must be recorded in the daily log or log book and a label showing this information in the photo is useful.

Page _____ of _____

Well/Boring _____	Project Name and No. _____		
Site _____	Drilling _____	Drilling _____	
Location _____	Started _____	Completed _____	
Total Depth Drilled _____ feet	Hole Diameter _____ inches	Sampling Interval _____ feet	
Length and Diameter of Sampling Device _____	Type of Sampling Device _____		
Drilling Method _____	Drilling Fluid Used _____		
Drilling Contractor _____	Driller _____	Helper _____	
Prepared By _____	Hammer Weight _____	Hammer Drop _____	Inches _____

[illegible]

IX. Quality Assurance

Soil descriptions should be completed only by appropriately trained personnel. Descriptions should be reviewed by an experienced field geologist for content, format and consistency. Edited boring logs should be reviewed by the original author to assure that content has not changed.

X. References

ARCADIS Soil Description Field Guide, 2008 (in progress)

Munsell® Color Chart – available from Forestry Suppliers, Inc.- Item 77341 "Munsell® Color Soil Color Charts

Field Gauge Card that Shows Udden-Wentworth scale – available from Forestry Suppliers, Inc. – Item 77332 "Sand Grain Sizing Folder"

ASTM D-1586, Test Method for Penetration Test and Split-Barrel Sampling of Soils

ASTM D-2488-00, Standard Practice for Description and Identification of Soils (Visual-Manual Procedure)

United States Bureau of Reclamation. Engineering Geology Field Manual. United States Department of Interior, Bureau of Reclamation.
<http://www.usbr.gov/pmts/geology/fieldmap.htm>

Petrology of Sedimentary Rocks, Robert L. Folk, 1980, p. 1-48

NIOSH Pocket Guide to Chemical Hazards

Remediation Hydraulics, Fred C. Payne, Joseph A. Quinnan, and Scott T. Potter, 2008, p 59-63

ARCADIS

Appendix B

MDNRE Remediation and
Redevelopment Division
Memorandum 2, Sampling and
Analysis (MDNRE, 2004)



Remediation and
Redevelopment Division

Michigan Department of Environmental Quality

October 22, 2004

RRD OPERATIONAL MEMORANDUM NO. 2

**SUBJECT: SAMPLING AND ANALYSIS - ATTACHMENT 7
LOW LEVEL MERCURY SAMPLING SPECIFICATIONS**

Key definitions for terms used in this document:

NREPA:	The Natural Resources and Environmental Protection Act, 1994 PA 451, as amended
Part 201:	Part 201, Environmental Remediation, of NREPA
Part 211:	Part 211, Underground Storage Tank Regulations, of NREPA
Part 213:	Part 213, Leaking Underground Storage Tanks, of NREPA
MDEQ:	Michigan Department of Environmental Quality
RRD:	Remediation and Redevelopment Division
U.S. EPA:	United States Environmental Protection Agency
Criteria or criterion:	Includes the cleanup criteria for Part 201 and the Risk-based Screening Levels as defined in Part 213 and R 299.5706a(4)
Facility:	Includes "facility" as defined by Part 201 and "site" as defined by Part 213

PURPOSE

This attachment to RRD Operational Memorandum No. 2 provides guidance for the collection of groundwater samples from monitoring wells for analysis using U.S. EPA Method 1631, Revision B; Mercury in Water by Oxidation, Purge and Trap, and Cold Vapor Atomic Fluorescence Spectrometry, U.S. EPA, Office of Water, EPA-821-R-99-005, May 1999, to evaluate mercury concentrations in groundwater venting to surface water and determine compliance with the groundwater to surface water interface (GSI) criterion. The GSI criterion is based on "total" mercury, i.e., all forms of mercury existing in the groundwater. This includes both inorganic and organic types, dissolved or attached to particulate present in the groundwater.

This attachment is applicable to site investigation and response activities under Part 201, and Part 213 of NREPA.

SUMMARY

The U.S. EPA Method 1669, Sampling Ambient Water for Trace Metals at EPA Water Criteria Levels, July 1996, U.S. EPA, Office of Water, Engineering and Analysis Division, Washington D.C., was used as a reference to develop this attachment. The two-person team approach, as described in Method 1669, "Dirty Hands," and "Clean Hands" sampling was adopted, and quality assurance and control requirements of that method have been incorporated.

Modifications of this method, and other methods, may be proposed and used if found adequate by the MDEQ to produce reliable results for sampling groundwaters for low level mercury. The presentations of information that validate the use of other methods or modifications of this method are the responsibility of the parties proposing their use. This attachment is not intended to be used in place of Method 1669 when the use of that method is required.



CONTACTS

Information regarding this operational memorandum attachment may be directed to:

A. Ralph Curtis: Lab and General Information: 517-373-8389; curtisar@michigan.gov

Sandra Gregg: Lab Analysis: 517-335-9800; greggs@michigan.gov.

The following documents are rescinded with the issuance of this attachment:

- Environmental Response Division Procedure, "Groundwater Sampling from Monitoring Wells for Low Level Analysis of Mercury" dated April 13, 2001.

APPENDAGE:

Low Level Mercury Sampling and Analysis Specification

This memorandum and its attachment are intended to provide direction and guidance to foster consistent application of Part 201, Part 211, and Part 213 and the associated administrative rules. This document is not intended to convey any rights to any parties or create any duties or responsibilities under the law. This document and matters addressed herein are subject to revision.



LOW LEVEL MERCURY SAMPLING AND ANALYSIS SPECIFICATIONS

Summary

Sampling equipment, materials, and containers are cleaned using high purity chemicals and double bagged for protection from contamination during storage and transportation. Highly purified reagent water is provided to the field personnel for the decontamination of the equipment and collection of field blanks. High purity, diluted, hydrochloric acid (HCl) is also provided to field staff for preservation of the sample.

A two-person team, as described in Method 1669, is used for sample collection. One member of the two-person sampling team is designated as "Dirty Hands," and the second member is designated as "Clean Hands." The individual designated as "Clean Hands" will handle all operations involving contact with the sample bottle and transfer of the samples from the sample collection device to the sample bottle. "Dirty Hands" is responsible for the preparation of the sampler (except the sample container itself), operation of any machinery, and for all other activities that do not involve direct contact with the sample. Sampling teams wear clean nontalc gloves as well as clean, lint-free, outer clothing to protect samples from contamination by lint and dust.

Special precautions are incorporated to minimize contamination. When possible the facility history and results showing previous results of mercury levels at specific locations are used to design the collection process, in order to minimize the chances of cross contamination. Where decontamination of the equipment is required, equipment blanks are taken before each sample. Sample collection is performed by a strict protocol designed to minimize contamination.

Because of the likelihood of positive blanks and the affect they have upon the results, staff should carefully evaluate blank levels before making regulatory decisions. For application to regulatory requirements, it is recommended that blank mercury levels be less than one-fifth of the mercury in the associated sample. This is the guideline recommended in Method 1631.

Definitions

1. Trace Metal Grade Reagents – Reagents that make no significant contribution of mercury to the sample.
2. Dirty and Clean Hands: All operations involving contact with the sample bottle, and transfer of the samples from the sample collection device to the sample bottle, are handled by the individual designated as "Clean Hands." An individual designated as "Dirty Hands" is responsible for the preparation of the sampler (except the sample container itself), operation of any machinery, and for all other activities that do not involve direct contact with the sample.

Contamination and Interferences

The need to avoid contamination when collecting samples for extremely low level measurements cannot be over emphasized. Field collection personnel should be familiar with the potential sources of mercury contamination, and implement those steps necessary for adequate control. Field and equipment blanks are used to discover contamination problems during the collection steps.

1. Potential Sources of Mercury Contamination: These include metallic and metal-containing equipment, containers, lab ware, reagents, and de-ionized water, improperly cleaned, and stored equipment, as well as atmospheric sources such as dirt and dust, automobile

exhaust, laboratory workers, and cigarette smoke. Well construction materials, e.g., the gravel pack and well screen, may also be a source of contamination.

2. Potential Contamination from Well Construction Materials: Levels of mercury in groundwater samples can be a result of natural background, well construction material, or environmental contamination. To reliably distinguish the mercury contribution of both natural background and well construction materials from environmental contamination, measurements from up-gradient background wells, constructed in the same manner as down-gradient wells, are necessary. RRD Operational Memorandum No. 4 provides guidance on establishing background.
3. Use of Peristaltic Pumps: Peristaltic pumps have distinct advantages in controlling contamination, and should be used when possible. Most other pumps have metal parts that may come in contact with the sample; hence, pumps must be decontaminated. For peristaltic pumps, only the tubing is in contact with the sample; consequently, clean tubing is all that is necessary to minimize contamination.
4. Control: The best way to control contamination is to minimize exposure of the sample and sampling equipment to possible sources of contamination. When possible, prior knowledge of mercury levels at sampling locations is used for planning collection activities to minimize chances of contamination from high sources, cross contamination resulting from sequentially sampling locations of high and low levels, and cross contamination during storage and transportation. Appropriate equipment and field blanks are used to discover contamination.
5. Filtering: If filtering is determined necessary (see RRD Operational Memorandum No. 2, Attachment 5 for direction on filtering) it must be performed at the laboratory to prevent contamination.
6. Preservation: Preservation at the laboratory is optional for samples not requiring filtering. Unpreserved samples should be sent to the laboratory overnight.

Apparatus and Materials

1. Disposable Materials: Disposable materials such as gloves, storage bags, and plastic wrap, may be used new without additional cleaning unless the equipment blank results identify any of these materials as a source of contamination. If new disposable materials are found to be a source of contamination, then a different supplier must be obtained or the materials must be cleaned.
2. Sample Bottles: Fluoropolymer (FEP, PTFE) or borosilicate glass, 125 ml to 1 L, depending upon laboratory specifications with fluoropolymer or fluoropolymer lined caps, cleaned according to Method 1669/1631 procedures, with air tight cap. Containers are filled with 0.1 percent HCl (v/v), tightly capped, double bagged in new polyethylene zip-type bags until needed, and stored in cardboard boxes until use. Sample bottles are transferred to the facility with 0.1 percent HCl, or emptied and filled with reagent water for transportation.
3. Tubing for use with low-flow sampling pump: Use fluoropolymer tubing in lengths as required to reach the sampling point. Tubing must be cleaned by soaking in a 5-10 percent HCl solution for 8-24 hours, rinsing with reagent water in a clean bench in a clean room, and drying in the clean bench by purging with mercury-free air or nitrogen. Tubing must be double-bagged in clear polyethylene bags, serialized with a unique number to identify it in case of contamination problems, and stored until use.
4. Peristaltic Pump: 115V A.C., 12V D.C. internal battery, variable-speed, single head, Cole-Palmer or equivalent, portable, "Masterflex L/S," Catalog No. H-07570-10 drive with Quick Load Pump head, Catalog No. H-07021-24, or equivalent.
 - a. Tubing for use with peristaltic pump. Styrene/ethylene/butylene/silicone (SEBS) resin, approximately 3/8 in. internal diameter (i.d.) by approximately 3 ft., Cole-Palmer size 18,



- Cat. No. G-06464-18, or approximately ¼ in. i.d., Cole-Palmer size 17, Catalog No. G06464-17, or equivalent. Tubing is cleaned and stored as provided above.
- b. Tubing for connection to peristaltic pump as provided above. Fluoropolymer, 3/8 or ¼ in. outside diameter (o.d.), in lengths required to reach the point of sampling. Tubing is cleaned and stored as provided above. If necessary, more aggressive cleaning (e.g., concentrated nitric acid) may be used.
 5. Bladder Pump: QED¹ model MP-SP-4P.
 - a. Water Level Meter – Provided as part of the QED bladder pump equipment, QED part number MP30-150.
 - b. Controller – Provided as part of the QED bladder pump equipment, QED part number MP-15.
 - c. Bladders – QED Bladder Kit, part number 38360. Unless it is known, the bladders do not contribute to contamination, the bladders must be cleaned and stored as provided above.
 - d. Spare CO2 Tank – QED part number 38304.
 6. Water Quality Instruments: Use instruments capable of measuring temperature, hydrogen ion activity (pH), specific conductance, redox, dissolved oxygen, and turbidity to determine when formation water is entering the pump. With the equipment provided to staff, a separate meter is necessary for turbidity measurements.
 7. Gloves: Clean, non-talc polyethylene, latex, vinyl, or polyvinylchloride (PVC): various lengths.
 8. Gloves: PVC—Fisher Scientific Part No. 11-394-100B, or equivalent.
 9. Wind Suit: Suitable to protect samples from contamination from lint and dust. Unlined, long sleeve wind suit consisting of pants and jacket constructed of nylon or synthetic fiber are suitable. Tyvek® suits are used in this procedure.
 10. Storage bags: Clean, zip-type, non-vented, colorless polyethylene (various sizes). Large size bags are needed for storage of the pump during transportation between sampling locations.
 11. Plastic Wrap: Clean, colorless polyethylene.
 12. Cooler: Clean, nonmetallic, with white interior for shipping samples.
 13. Ice: Use ice to keep samples chilled during shipment. Chemical packs are less effective.
 14. Carboys: Dedicate one specific carboy for "Reagent Water."
 15. Plastic Decontamination Tubs: Containers of various sizes to immerse the submersible pump, sampling tubing, and the wetted parts of the water level meter and multi-parameter monitor. Four tubs are needed, one for a soap solution, one for tap water rinse solution, one for reagent water rinse, and one to hold the reagent water for obtaining field blanks.
 16. Pipette: Automatic pipette, capable of dispensing 10.0 ml and automatic tip ejector.
 17. Pipette Tips: Colorless, 10 ml, for use with automatic pipette. Pipette tips must be cleaned and stored as described under tubing above.

Reagents

1. Reagent Water: Ultra pure deionized water, starting from a pre-purified (distilled, reverse osmosis, etc.) source, 18 Megaohms minimum, provided in a carboy suitable to prevent mercury contamination. The water should be tested at the laboratory for suitability for sampling. The quantity needed depends on the amount of water needed for each decontamination cycle and the number of wells sampled. The laboratory should provide this water.
2. Preservative: Hydrochloric acid (HCl), 6 N (normal) made from Trace Metal Grade acid and reagent water, and tested to contain less than 0.5 ng/L of mercury. The laboratory should provide this reagent.



3. Soap: Alconox² CITRANOX®, suitable for cleaning instruments for low level mercury sampling. Prepare a 2 percent solution as per the manufacturer's instructions.

Site Sampling Plans and Sample Delivery Strategies to Minimize Contamination

1. Sample Collection Strategy: Sample collection activities should be designed that will minimize the potential for cross contamination.
 - a. If possible, use previous facility data showing mercury levels at the locations to be sampled. If mercury data is not available, use other information to make a judgement whether the mercury level is suspected to be high or low. For example, if data is available for other metal levels, the relative levels of these metals may be a good indicator of whether high or low mercury levels are suspected.
 - b. Arrange the sampling sequence in order of their known or expected levels of mercury. Collect samples starting from locations known to have the lowest and approximate same levels of mercury, and proceed to those of higher levels. In this manner, if decontamination procedures fail to remove all residual mercury, the effect on samples will be minimized.
 - c. Group samples so that samples of high and low levels are separately grouped in storage and transportation. For purposes of separating samples based on expected concentration levels, samples believed to have concentrations more than 200 ng/L of mercury should be identified as high level samples, and low level samples less than or equal to 200 ng/L.
2. Sample Information Provided to the Laboratory: Laboratory areas and instrumentation used for low level analysis of mercury are extremely clean and designed to prevent mercury contamination from outside sources. Processing a sample with an extremely high level of mercury in these areas can result in contamination of the area and instrumentation, resulting in delays and additional expense. Using the evaluation described above, provide information to the laboratory regarding the known or expected levels of mercury for each location sampled. Information useful to the laboratory and recommended to be provided is as follows:

Mercury (Hg) Level

Hg levels not known and high levels expected.
Hg levels not known and low levels expected.
Hg levels previously found
Hg levels and expectations not known

Provide to Laboratory

Expected > 200 ng/L
Expected < 200 ng/L
Provide Data
Not Known

Sample Collection, and Handling Considerations

Sampling precautions should be taken as follows:

1. Use low-flow rates (0.5 L/min.) during both purging and sampling to maintain minimal draw-down in the well.³
2. Place the sampling pump intake at the proper sampling point.
3. Minimize disturbance of the stagnant water column above the screened interval during water level measurement and sampling device insertion.
4. Make proper adjustments to stabilize the flow rate as soon as possible.
5. Monitor water quality indicators during purging.
6. Collect unfiltered samples to represent contaminant loading and transport potential in the subsurface system.

7. Filtering (if necessary): If it is not feasible to collect samples representative of the water flowing in the aquifer, and filtering is determined necessary, (see RRD Operational Memorandum No 2 – Attachment 5 for direction on filtering), collect duplicate samples and identify one of these to be filtered and preserved upon receipt at the laboratory. Appropriate arrangements must be made with the laboratory to ensure the filtering and subsequent preservation is accomplished for identified samples immediately upon receipt. Arrangements with the laboratory to utilize appropriate filters should be made well in advance of sample collection, so that immediate filtering and preservation at the laboratory can be accomplished upon receipt of samples.
8. Water samples should not be taken immediately following well development. Sufficient time should be allowed for the groundwater flow regime in the vicinity of the monitoring well to stabilize and to approach chemical equilibrium with the well construction materials. This lag time will depend on facility conditions and methods of installation but often exceeds one week.
9. Well purging is nearly always necessary to obtain samples of water flowing through the formation associated with the screened interval. The required purging procedure relies on the stabilization of several water quality parameters to determine when formation water is being pumped. The pH, specific conductance, redox, dissolved oxygen, and turbidity are monitored for this purpose. Temperature is also measured and recorded during this process but is not used as an indicator for formation water. Data on pumping rate draw-down, not to exceed 0.1 meter, and volume required for parameter stabilization can be used as a guide for conducting subsequent sampling activities.
10. Water Level Measurements and Monitoring: Well depth should be obtained from the well logs. Since measuring to the bottom of the well casing will cause re-suspension of the settled solids and require longer purging times for turbidity equilibration, measure well depth after sampling is completed. The water level measurement should be taken from a permanent reference point, which is surveyed relative to ground elevation.

Sample Collection using Bladder Pumps

1. Upon arrival at the sample location, one member of the two-person sampling team is designated as "Dirty Hands," and the other as "Clean Hands."
2. An area, expected or known to be free of high levels of mercury, is selected.
3. The team removes the bags containing the pump, monitoring instruments, tubing, carbon dioxide (CO₂) cartridges, gloves, plastic wrap, and wind suits, from the coolers or storage containers in which they are packed.
4. The team puts on Wind Suits and PVC gloves.
5. The team generates the Initial Equipment Blank, following the steps listed under Decontamination and Initial Equipment Blank.
6. The team proceeds to the sampling location.
7. The team opens the well.
8. The team changes gloves.
9. Keeping both bags together, Dirty Hands opens the outer bag containing the pump.
10. Clean Hands opens the inner bag and removes the pump.
11. Clean Hands lowers the submersible sampling pump into the monitoring well. Lower the pump slowly and carefully to the middle of the screened interval or slightly above the middle. This should minimize excessive mixing of the stagnant water above the screen with water in the screened interval and minimize suspension of solids from the bottom of the well.
12. Dirty Hands opens bag containing static water level meter. Clean Hands removes water level meter. Clean Hands sets up the water level meter.



13. Clean Hands connects the multi-meter flow through cell to the pump outlet.
14. Dirty Hands turns on the submersible pump, sets the pump for the allowable water level draw-down (not to exceed 0.1 meters), and slowly pumps the water while monitoring the water level to assure that the pumping rate does not result in draw-down of the water level. With the QED bladder pump in this standard operating procedure (SOP), the pump will turn off automatically if this level is exceeded. As the well is pumped, water quality parameters are monitored to determine when formation water is flowing through the pump. Formation water is considered to be flowing, if three consecutive measurements of the water quality parameters, conducted at 3-5 minute intervals, meet the following requirements:
 - a. Turbidity, within ± 10 percent.
 - b. pH, within ± 0.1 pH units.
 - c. Specific conductance, within 3 percent.
 - d. Redox, within ± 10 millivolts
 - e. Dissolved oxygen, within ± 10 percent. If dissolved oxygen is used for comparison to criteria or a mixing zone calculation, the dissolved oxygen calibration must be corrected for local barometric pressure and elevation. The equipment in this procedure (YSI multi-parameter meter) automatically corrects the dissolved oxygen for these conditions.
15. After stabilization, Clean Hands disconnects the meter.
16. The team changes gloves.
17. Dirty Hands retrieves the sample containers required, and unzips their outer bags. Retrieve two sample containers if filtering is required, for duplicate samples, or for field blanks. If split samples are to be generated a larger size container is required, at least twice the size of normal samples.
18. Dirty Hands prepares the label(s).
19. Clean Hands opens the inner bag, removes the sample container, and reseals the inner bag.
20. Clean Hands removes the cap for the sample being collected, and while holding the cap upside down, discards the diluted acid into a waste carboy, or empties the reagent water onto the ground.
21. If a field blank is being generated, proceed as follows:
 - a. Clean Hands opens the inner bag and places the emptied sample bottle and its cap in its inner bag. This bottle is to be identified as the field blank.
 - b. Clean Hands obtains another sample bottle from its inner bag, removes and, discards its cap.
 - c. Clean Hands retrieves the field blank bottle, and pours the contents of the sample bottle into the field blank bottle.
 - d. Skip to step 27 below.
22. Clean Hands rinses the sample bottle and cap three times with the formation water flowing from the pump, and collects the sample from the flowing tube.
23. Clean Hands caps the sample, opens the inner bag, and places the sample in its inner bag.
24. If filtering is required or a duplicate sample is to be taken, Steps 18 through 23 are repeated to immediately take another sample.
25. For samples required to be filtered or preserved at the laboratory, skip to step 27 below.
26. Preserve each sample taken as follows:
 - a. Dirty Hands opens the outer bag containing the preservative, pipette, and tips.
 - b. Clean Hands opens the inner bag, opens the preservative, retrieves the pipette, and prepares it for dispensing.

- c. Use the information included in Sample Preservation and Holding Time for the correct amount of preservative. Clean Hands pipettes the required amount of preservative into the sample container(s), ejects the pipette tip into the waste container, places the pipette back into its inner bag, recaps the preservative, and seals the inner bag.
- d. Dirty Hands seals the outer bag for the preservative.
27. Clean Hands caps the sample(s), opens the inner bag(s) for the sample(s), places the sample bottle(s) into the inner bag(s), and seals the inner bag(s).
28. Dirty Hands seals the outer bag(s), writes sample identification information in permanent ink on the outside of the plastic bag, places the sample(s) in the cooler (on ice), and closes the cooler.
29. Dirty Hands measures and records the depth to the bottom of the well.
30. Dirty Hands records the sample number(s) in the sampling log, water quality parameters, and notes any unusual observations.
31. Clean Hands removes the equipment from the well, removes the water level meter, and places them into bags for transportation.
32. Both Dirty and Clean Hands move to the decontamination area with the equipment.
33. Decontamination Between Sampling Locations steps are used to decontaminate the equipment.
34. Generating the Equipment Blank steps are used to collect an equipment blank.
35. If other samples are to be taken at the facility, the team proceeds to the next sampling location, and collects another sample beginning with step 6 above.
36. If samples are to split, proceed as follows:
 - a. The team selects a suitable place for splitting samples.
 - b. The team changes gloves.
 - c. Dirty Hands opens the cooler, removes the bag containing the sample to be split. The volume of this sample must be at least twice the volume of normal samples.
 - d. Dirty Hands removes two bags with sample containers, and unzips their outer bags. These containers will hold the split samples.
 - e. Dirty Hands prepares the label(s).
 - f. Clean Hands opens the inner bags holding all containers, removes the containers, removes the caps of all containers and places them in their respective inner bags.
 - g. Clean Hands discards the diluted acid from the two sample containers, into a waste carboy, or empties the reagent water onto the ground.
 - h. Clean Hands pours from the container holding the sample to be split, into each of the sample containers.
 - i. Clean Hands discards the container that held the sample to be split.
 - j. Clean Hands retrieves the caps, seals the samples with their respective caps, places the samples into their inner bags, and seals the inner bags.
 - k. Dirty Hands seals the outer bag(s), writes sample identification information in permanent ink on the outside of the plastic bag, places the sample(s) in the cooler (on ice), and closes the cooler.
 - l. Equipment blanks associated with the respective samples must be provided to both parties receiving split samples.
 - m. Repeat steps for each additional split sample.
 - n. Information specific for splitting samples must be documented. If others request split samples, use the MDEQ Laboratory's chain of custody sheet. If the MDEQ is requesting the split sample, and a chain of custody is not forthcoming from the sampler, use the MDEQ chain of custody, fill out information, sign it, and request this be signed by the provider of the samples.

Sample Collection using Peristaltic Pumps

1. Upon arrival at the sample location, one member of the two-person sampling team is designated as "Dirty Hands," and the other as "Clean Hands."
2. The team opens the well to be sampled.
3. An area, expected or known to be free of high levels of mercury, is selected. Sampling should proceed from lowest to highest expected level of contamination.
4. The team removes the bags containing the pump, batteries, monitoring instruments, SEBS resin tubing, gloves, plastic wrap, and wind suits, from the coolers or storage containers in which they are packed.
5. The team puts on Wind Suits and PVC gloves.
6. Dirty Hands removes the pump from its storage bag and opens the bag containing SEBS resin tubing.
7. Clean Hands installs the tubing in the well. Lower the tubing slowly and carefully to the middle of the screened interval or slightly above the middle, to minimize excessive mixing of the stagnant water above the screen with water in the screened interval, and to minimize resuspension of solids from the bottom of the well.
8. Clean Hands installs tubing on the pump.
9. Dirty Hands opens bag with water level meter.
10. Clean Hands removes water level meter and lowers it into the well.
11. Clean Hands connects the multi-parameter meter flow through the cell to the pump outlet.
12. Dirty Hands turns on the peristaltic pump and slowly pumps the water while monitoring the water level to assure that the pumping rate does not result in excessive draw-down of the water level (not to exceed 0.1 meters). As the well is pumped, water quality parameters are monitored to determine when formation water is flowing through the pump. Formation water is considered to be flowing if three consecutive measurements of the water quality parameters, conducted at 3-5 minute intervals, meet the following requirements:
 - a. Turbidity, within ± 10 percent.
 - b. pH, within ± 0.1 pH units.
 - c. Specific conductance, within 3 percent.
 - d. Redox, within ± 10 mv.
 - e. Dissolved oxygen, within ± 10 percent. If dissolved oxygen is used for comparison to criteria or a mixing zone calculation, the dissolved oxygen calibration must be corrected for local barometric pressure reading and elevation. The equipment in this procedure (YSI multi-parameter meter) automatically corrects the dissolved oxygen for these conditions.
13. After stabilization, Clean Hands disconnects the meter.
14. The team changes gloves.
15. Dirty Hands opens the cooler containing the sample bottle, and unzips the outer bag containing the sample container. If the sample is to be split, a larger size container is required at least twice the size of normal samples. If filtering is necessary, a field blank is being generated, or a duplicate sample is to be taken, Dirty Hands unzips the outer bag of another sample container.
16. Dirty Hands prepares the sample label(s).
17. Clean Hands opens the inner bag, removes the sample container, and reseals the inner bag.
18. Clean Hands unscrews the cap, and while holding the cap upside down, discards the diluted acid into a waste carboy, or empties the reagent water onto the ground.
19. If a field blank is being generated, proceed as follows:



- a. Clean Hands places the sample bottle and its cap in its bag. This is to be identified as the field blank.
- b. Clean Hands obtains another sample bottle from its bag, unscrews and discards the cap.
- c. Clean Hands retrieves the field blank bottle, and pours the contents of the other bottle into the field blank bottle, discards this other bottle, retrieves the cap of the field blank and caps the field blank.
- d. Skip to step 22 below.
20. Clean Hands rinses the sample bottle and cap three times with the formation water, and collects the sample from the flowing tube.
21. Clean Hands caps the sample.
22. Clean Hands places a label on the sample container, and places it in its inner bag.
23. If filtering is required, or a duplicate sample is to be taken, steps 17 through 22 are repeated to immediately take another sample.
24. For samples required to be filtered, and samples requiring preservation at the laboratory, skip to step 26 below.
25. Preserve sample as follows:
 - a. Dirty Hands opens the outer bag containing the preservative, pipette, and tips.
 - b. Clean Hands opens the inner bag, opens the preservative, retrieves the pipette, prepares it for dispensing, and pipettes the required amount of preservative into the sample container(s). Use the information included in Sample Preservation and Holding Time for the correct amount of preservative.
 - c. Clean Hands ejects the pipette tip into the waste container, places the pipette back into its inner bag, and seals the inner bag.
 - d. Clean Hand caps the preservative, places it in its inner bag, and seals the inner bag.
 - e. Dirty Hands seals the outer bags for the pipette and preservative.
26. Clean Hands caps the sample(s), opens the inner bag(s) for the sample(s), places the sample bottle(s) into the inner bag(s), and seals the inner bag(s).
27. Dirty Hands seals the outer bag(s), writes sample identification information on the outer bag, places the sample(s) in the cooler (on ice), and closes the cooler.
28. Dirty Hands measures and records the depth to the bottom of the well.
29. Dirty Hands records the sample number(s) in the sampling log, water quality parameters, and notes any unusual observations.
30. Clean Hands removes the equipment from the well, removes the water level meter, and places them into bags for transportation.
31. Both Dirty and Clean Hands move to the decontamination area with the equipment.
32. Decontamination Between Sampling Locations steps are used to decontaminate the water level meter and multi-parameter meter. The SEBS resin tubing is replaced prior to sampling each new monitoring well.
33. If other samples are to be collected, the team proceeds to the next sampling location, and collects another sample beginning with the step 1.
34. If samples are to be split, follow the steps in Sample Collection Using Bladder Pumps, starting with step 36.

Decontamination and Initial Equipment Blank

1. Dirty Hands prepares the decontamination solutions.
2. Dirty Hands opens outer bag containing tubing and pump bladder.
3. Dirty Hands opens bags containing pump and water level meter.
4. Dirty Hands removes the pump.



5. Dirty Hands holds the pump while Clean Hands removes the bladder from the inner bag and places the bladder on the pump. Clean Hands removes tubing from the inner bag and installs tubing on pump and controller.
6. Dirty Hands lowers pump into tub 1 containing the soap solution.
7. Dirty Hands turns on controller and pumps three volumes of soap solution through the pump and tubing.
8. Clean Hands moves the pump to tub 2 containing tap water.
9. Dirty Hands turns on controller to pump three volumes of tap water through the pump.
10. Clean Hands moves the pump to tub 3 and pumps three volumes of reagent water.
11. Clean Hands places the pump in tub 4 containing reagent water.
12. An equipment blank is taken following steps in Generating the Equipment Blank.
13. Clean Hands removes the water level meter from its storage bag, decontaminates the water level meter by successively cleaning with solutions from tub 1, 2, and 3, and places the meter into a clean storage bag.

Decontamination Between Sampling Locations

1. The team changes gloves.
2. Dirty Hands prepares the decontamination solutions.
3. Dirty Hands lowers pump into tub 1 containing the 2 percent Alconox/tap water solution.
4. Dirty Hands turns on controller and pumps three volumes of Alconox solution through the pump.
5. Clean Hands moves the pump to tub 2 containing tap water (fresh tap water should be used between each sampling location.)
6. Dirty Hands turns on controller to pump three volumes of tap water through the pump.
7. Clean Hands moves the pump to tub 3 and pumps three volumes of reagent water (fresh reagent water should be used between each sampling location.)
8. Clean Hands changes gloves.
9. Dirty Hands opens outer bag containing tubing and pump bladder.
10. Dirty Hands changes gloves.
11. Dirty Hands removes the pump from tub 3.
12. With Dirty Hands holding the pump, Clean Hands removes the bladder from the inner bag and places the bladder on the pump. Clean Hands removes tubing from the inner bag and installs tubing on pump and controller.
13. Clean hands places pump in reagent water in tub 4.
14. The team changes gloves.
15. An equipment blank is taken following steps in Generating the Equipment Blank.
16. Clean Hands places the pump in the storage bag or proceeds to place pump in monitoring well.
17. Clean Hands removes the water level meter from its storage bag, decontaminates the water level meter by successively cleaning with solutions from tub 1, 2, and 3, and places the meter back into a clean storage bag or into the monitoring well.
18. Clean Hands changes gloves.

Generating the Equipment Blank

1. One equipment blank is generated for each location sampled.
2. With the submersible pump in tub 4 holding the fresh reagent water, Dirty Hands turns on the pump and allows several volumes of reagent water to be pumped.
3. The team changes gloves.



4. Dirty Hands opens the box or cooler containing the sample bottles, and unzips the bag containing a sample container. If a split sample is scheduled to be taken, Dirty Hands unzips another bag containing a sample container.
5. Clean Hands opens the inner bag, removes the sample container, and reseals the inner bag.
6. Dirty Hands reseals the outer bag.
7. Clean Hands unscrews the cap, and while holding the cap upside down, discards the diluted acid into a waste carboy, or empties the reagent water on the ground.
8. As reagent water is flowing through the pump, Clean Hands collects the sample by emptying the solution from the sample bottle, rinsing the sample bottle and cap three times with the flowing reagent water, and collecting the sample from the flowing tube.
9. If preservation is performed at the laboratory, skip to step 11.
10. Preserve sample(s) as follows:
 - a. Dirty Hands opens the outer bag holding the automatic pipette and preservative.
 - b. Clean Hands opens the inner bag containing the preservative and automatic pipette, opens the preservative bottle, and pipettes 10 ml of the preservative into the sample bottle.
 - c. Clean Hands recaps the preservative bottle, removes the pipette tip, and places the preservative and pipette back into its bag.
 - d. Clean Hands seals the inner bag holding the preservative and pipette.
 - e. Dirty Hands seals the outer bag.
 - f. Clean Hands opens the inner bag for the sample, places the sample bottle into the inner bag, and seals the inner bag.
11. Dirty Hands seals the outer bag, opens the sample cooler, places the equipment or field blank in the cooler (on ice), and closes the cooler.
12. Dirty Hands records the sample in the sampling log as the "Equipment Blank".
13. If the scheduled sample to be taken is a split sample, follow the steps in Sample Collection Using Bladder Pumps, starting with step 36.
14. Clean Hands removes the pump from the tub, places it in a clean protective bag, and seals the bag.

Sample Preservation and Holding Time

1. Preservation: Samples are transported on ice during shipment to the laboratory. Samples are preserved in the field using 10 ml/L 6N HCl per liter of sample. If filtering and preservation is required at the laboratory, equivalent amounts of HCl per liter of sample can be used.
2. Laboratory Processing of Filtered/Preserved Samples: If filtering and preservation is to be performed at the laboratory, make arrangements with the laboratory for receipt of samples well in advance. If special filters are necessary, these must be provided to the laboratory prior to sample collection activities or arrangements made with the laboratory to ensure they are available upon sample receipt. It is not advisable to plan sampling immediately proceeding non-working days for the laboratory. Upon shipment of samples to a laboratory, it is good practice to immediately contact the laboratory. If the laboratory is not advised of these arrangements, extra effort and expense must be incurred to ensure necessary filtering and preservation.
3. Sample analysis must be performed within 28 days of sample collection.



Quality Assurance/Quality Control

Equipment Blank: The equipment blanks are used to verify the equipment is free from contamination prior to the collection of the sample. (See Decontamination and Initial Equipment Blank and Generating the Equipment Blank)

1. Frequency of Collection: Collect one initial equipment blank, and an equipment blank per monitoring well sampled.
2. Evaluation Criteria: If the mercury concentration in the blank is greater or equal to 0.5 ng/L, or greater than one-fifth of sample concentration, whichever is higher, the associated sample result is an estimate and may be unusable for regulatory application.
3. Corrections: If the initial equipment blank indicates contamination, above 0.5 ng/L, review the process used for cleaning, and have reagents replaced as appropriate.

Field Blanks: The purpose of field blanks is to assess the suitability of the container, preservative, and sample handling. The field blank is generated by simply pouring the solution provided in one of the sample containers into another sample container whose contents have been emptied at the facility. (See Sample Collection Using Bladder Pumps step 21 and Sample Collection using Peristaltic Pumps step 19)

1. Frequency of Collection: One per facility, per day, or one per sampling event, whichever is greater.
2. Evaluation: If the mercury concentration in the blank is greater or equal to 0.5 ng/L, or greater than one-fifth of sample concentration, whichever is higher, the associated sample result is an estimate and may be unusable for regulatory application.

Field Duplicates: The purpose of field duplicates is to assess the precision for the field sampling and analytical process. A field duplicate is collected by filling a second sample container, in rapid succession after the first sample, from the outlet of the sampling stream.

1. Frequency of Collection: Collect duplicates minimally for every 10 samples collected, or at the frequency specified in the project objectives. If possible, select a location with detectable amounts of mercury.

Split Samples: Split samples are used to independently confirm results of the laboratory performing the analysis. Typically a laboratory known to produce valid, unbiased results, is selected as the laboratory to which the split samples are sent.

1. Collection: Split samples are created by dividing one sample collected in the field into two aliquots. This requires the collection of at least twice the volume of sample normally collected, properly preserved if field preservation is performed. Because of the influence that equipment blanks may have upon the use of the data, an equipment blank associated with the sample should be provided along with the split sample. This will require the generation of two equipment blanks prior to the collection of the sample to be split.

Footnotes

1. QED, P.O. Box 3726, Ann Arbor, MI 48160.
2. Alconox, Inc., 30 Glenn Street, Suite 309, White Plains, NY, 10603.
3. Puls, R. W. and Barcelona, M. J. 1996 Low-Flow (Minimal Draw Down) Ground-Water Sampling Procedures, EPA Ground Water Issues, U.S. EPA Office of Research and Development, EPA/540/S-95/504.



Disclaimer

Mention of specific manufacturers and associated instruments does not constitute endorsement by the MDEQ RRD of that manufacturer and equipment.

This SOP is intended to be a performance-based method. Acceptance of results using modifications of this procedure, and using other procedures, will depend upon the demonstration of equivalent performance.



Remediation and
Redevelopment Division

Michigan Department of Environmental Quality

October 22, 2004

RRD OPERATIONAL MEMORANDUM NO. 2

SUBJECT: SAMPLING AND ANALYSIS - ATTACHMENT 5
COLLECTION OF SAMPLES FOR COMPARISON TO GENERIC CRITERIA

Key definitions for terms used in this document:

NREPA:	The Natural Resources and Environmental Protection Act, 1994 PA 451, as amended
Part 201:	Part 201, Environmental Remediation, of NREPA
Part 211:	Part 211, Underground Storage Tank Regulations, of NREPA
Part 213:	Part 213, Leaking Underground Storage Tanks, of NREPA
MDEQ:	Michigan Department of Environmental Quality
RRD:	Remediation and Redevelopment Division
U.S. EPA:	United States Environmental Protection Agency
Criteria or criterion:	Includes the cleanup criteria for Part 201 and the Risk-based Screening Levels as defined in Part 213 and R 299.5706a(4)
Facility:	Includes "facility" as defined by Part 201 and "site" as defined by Part 213
Low Flow:	Minimal drawdown groundwater sampling procedures as described in the United States Environmental Protection Agency, Office of Research and Development, Office of Solid Waste and Emergency Response, EPA/540/S-95/504, December, 1995, EPA Groundwater Issue
Response Actions:	Includes "response activities" as defined by Part 201 and "corrective action" as defined by Part 213

PURPOSE

This attachment to RRD Operational Memorandum No. 2 provides direction for collection of groundwater and soil samples for comparison to generic criteria for site assessment, site investigation, and response actions under Part 201, Part 211, and Part 213.

Generic cleanup criteria for groundwater and soil have been developed pursuant to Sections 20120a(1) and 21304a of NREPA (see RRD Operational Memorandum No. 1). These criteria are the risk-based values the department has determined to be protective of the public health, safety, or welfare and the environment. The evaluation of sampling data to establish compliance with cleanup criteria under the provisions of Part 201, Part 211, and Part 213 requires data that reliably establish a representative concentration of the hazardous substance in a given environmental medium. The representativeness of the data can be maximized by using proven accurate and reproducible techniques and verified by using appropriate quality assurance and control procedures in the field and laboratory. This operational memorandum designates sampling, analysis, and quality assurance and control protocols for consistent data collection to facilitate gathering the information necessary for the department to determine compliance with the applicable provisions of Part 201, Part 211, or Part 213. Additional guidance regarding sampling strategies and methodology is available in RRD Operational Memorandum No. 4.



CALIBRATION OF FIELD EQUIPMENT

Instruments and equipment used to gather, generate, or measure environmental data should be calibrated with sufficient frequency and in such a manner that accuracy and reproducibility of results are consistent with the manufacturer's specifications. Equipment used for field sampling should be examined to certify that it is in operating condition. This includes checking the manufacturer's operating manual and the instructions for each instrument to ensure that all maintenance requirements are being observed. Calibration of field instruments should be performed in accordance with the manufacturer's recommendations and guidelines and at the intervals specified by the manufacturer or more frequently as conditions dictate. At a minimum, equipment should be calibrated prior to each sampling event. In the event that an internally calibrated field instrument fails to meet calibration/checkout procedures, it should not be used in the field until it is serviced and calibrated.

COLLECTION OF SOIL SAMPLES FOR COMPARISON TO THE GENERIC CRITERIA

General Considerations

The soil and groundwater terminology used for this discussion include the following:

- Unsaturated/Vadose Zone: a subsurface zone above the capillary fringe in which the soil pores are only partially filled with water. The moisture content is less than the porosity.
- Saturated Zone: contains two components
 - Capillary Fringe: a subsurface zone above the water table in which the soil pores are filled with water and the pressure heads are less than atmospheric.
 - Water Table: the water level surface below the ground at which a well screened in an unconfined aquifer would fill with water.
- Smear Zone: the vertical area over which groundwater fluctuates (thereby the contaminated water will smear floating and dissolved contamination into the soils in the zone).

Soil samples must be representative of the soils located in the area affected by the release of hazardous substances. The exposure assumptions for soil pathways are based on dry soil. For comparison to the applicable generic soil criteria soil samples must be collected from the vadose zone. The results must be reported by the laboratory on a dry weight basis (adjusted for the vadose zone soil moisture content). Soil analytical methods cannot be applied to saturated soils because they do not provide representative results.

Neither soil nor water sample analyses methods are appropriate for comparison of saturated "soils" samples to generic soil or groundwater cleanup criteria. The cleanup criteria are based upon exposure assumptions appropriate only for soil or water, individually, and are not applicable to exposure to saturated "soil" as a mixture of soil and water.

Contaminants present in the unsaturated soil zone shall be evaluated by comparison of soil sample analyses to the applicable soil criteria. If contaminants are present in a saturated soil zone a monitoring well should be properly installed and the groundwater sampled. These groundwater sample results shall be compared to the applicable groundwater criteria. If free product is suspected and/or a smear zone exists near the water table, a monitoring well shall be appropriately installed so that the water table is bisected by the well screen. Additional



guidance regarding monitor well construction is available in RRD Operational Memorandum No. 4.

While analysis of saturated "soil" samples cannot be used to demonstrate compliance with generic cleanup criteria, laboratory analyses or field instrument readings of saturated soils may be of qualitative value for remedial evaluation and design purposes. For example indications of high concentrations in saturated soils may indicate a need to prevent construction worker exposure to shallow saturated soils. This information may also assist in determining the nature of the contaminant and in treatment evaluations. If such data are included as part of response actions under Part 201 or Part 213 rationale for the use must be provided.

If the water surface elevation drops significantly from the time that the original soil investigation was performed, samples should be collected from any former "smear zone" prior to site closure.

Evaluating Exposure Due To Lead In Soil

The amount of lead in soil has historically been evaluated by analyzing lead concentrations in the total soil sample. However, recent evidence indicates that the fine soil fraction, defined as less than 250 microns in size, is more appropriate for comparison to soil direct contact criteria (DCC) and particulate inhalation criteria (PSIC). Exposure to lead in ingested soil and dust is best represented by the lead concentration in the particle size fraction that sticks to hands or that is most likely to accumulate in the indoor environment as a result of wind-blown soil deposition and transport of soil on clothes, shoes, pets, toys and other objects. Additionally, exposure to lead in inhaled soil and dust is best represented by the lead concentration in the particle size fraction likely to enter the respiratory system and become lodged in the alveoli. The particle size fraction of soil and dust likely to be ingested or inhaled is the fine soil fraction. Generally the fine fraction has the higher concentration of lead, but it is possible that the coarse fraction may contain more lead. Therefore, when collecting soils for facility evaluation, both fine and coarse fraction analyses are necessary to determine lead exposure. MDEQ Laboratory SOP #213 provides appropriate procedures for sample preparation. To assure protectiveness, the concentration of lead in each fraction must be compared to the direct contact criteria separately. Only the concentration of lead in the fine fraction must be compared to particulate soil inhalation criteria. The concentration the total lead concentration must be compared to other lead soil criteria. For response actions under Part 201 and Part 213, if the direct contact and particulate inhalation pathways have been appropriately documented to be "not relevant" it is not necessary to analyze the fractions separately.

COLLECTION OF GROUNDWATER SAMPLES FOR COMPARISON TO THE GENERIC CRITERIA

General Considerations

Groundwater samples collected for analyses must be representative of the water moving in the aquifer, in the contaminant plume or in the target zone where contaminants are expected to be located or to migrate. Groundwater samples must represent the contaminant concentrations, including dissolved and naturally suspended particles. Stagnant water in monitor well casings is not representative of the groundwater. Purging of the stagnant water in monitor well casings is necessary but must minimize changes in groundwater chemistry to yield water samples that are representative of the groundwater. Indicator parameters including temperature, pH, dissolved oxygen, specific conductivity and turbidity must be monitored during the purging process to determine stabilization between the well casing waters and the formation waters. Turbidity is the most conservative indicator of stabilization as it is often the last to stabilize. Turbidity in

groundwater samples may be naturally occurring, caused by the contamination, or a result of sampling disturbances such as accidental inclusion of aquifer matrix materials from disturbances or mixing that may occur while sampling. Knowledge of site geology, well design, and sampling methodology is helpful in determining the source of turbidity and the method of sampling. Turbidity due to sampling disturbances should be eliminated or minimized while naturally occurring turbidity or turbidity due to contamination should not.

A sampling methodology must be used that accounts for the effects of aquifer heterogeneities while minimizing alterations in water chemistry that could result from sampling disturbances. The MDEQ will accept properly conducted purging methods designed to minimize drawdown by controlling the flow from the well while monitoring stabilization indicator parameters, commonly referred to as Low-Flow methods. Available Low-Flow procedures include United States Environmental Protection Agency, Office of Research and Development, Office of Solid Waste and Emergency Response, EPA/540/S-95/504, December 1995, EPA Ground Water Issue, *Low-Flow (Minimal Drawdown) Ground-Water Sampling Procedures*, Robert Puls and Michael Barcelona (<http://www.solinst.com/Text/restext/407txt.html>) and *Low Stress (low flow) Purging and Sampling Procedure for the Collection of Ground Water Samples from Monitoring Wells*, United States Environmental Protection Agency Region 1, July 30, 1996, Revision 2 (<http://www.epa.gov/region01/measure/well/wellmon.html>). If another sampling methodology is used, documentation must be submitted to the MDEQ with the data that demonstrates why it is as representative of aquifer conditions as low-flow methodologies. Careful use of the Low-Flow methods is essential in collection of groundwater samples from wells that contain non-aqueous phase liquids, as these substances may be stratified in the monitoring well. Where non-aqueous phase liquid is present, refer to additional guidance for sampling strategies for non-aqueous phase liquids available in RRD Operational Memorandum No. 4, Attachment 5.

Collection of Inorganic Groundwater Samples

Traditionally, the standard practice for collecting metals samples from monitoring wells to evaluate the drinking water pathway had prescribed that samples be filtered with a 0.45 micron filter before inorganic analysis. The practice minimizes the potential for artificially elevated particulate loading resulting in overestimation of metal concentrations. However, U.S. EPA has determined that contaminant concentrations and the potential human health risk may be drastically underestimated for filtered samples (*Low Stress (low flow) Purging and Sampling Procedure for the Collection of Ground Water Samples from Monitoring Wells*, U.S. EPA Region 1, July 30, 1996, Rev 2). Use of the Low-Flow sampling methodologies minimizes sampling disturbances, improves the data quality, and is the method recommended by the MDEQ.

Inorganic constituents must be measured as totals (i.e., unfiltered with appropriate preservation) unless groundwater samples cannot be collected without adequately minimizing the influence of sampling disturbances, in which case filtering may be necessary prior to preservation. The intent of the field-filtration is only to eliminate or minimize sampling disturbances or interference. Any necessary filtration should be accomplished using a filter with a large enough pore size to allow naturally suspended particles to pass through the filter. Some preliminary testing may be required to determine the appropriate filter size. Site-specific conditions may require that both a filtered and unfiltered sample be collected to adequately evaluate the contaminant concentrations. Documentation for the use of filtration and the evaluation of appropriate filter sizes must be provided to the MDEQ with the data.



Collection of Organic Groundwater Samples

Samples to be analyzed for organic substances should not be filtered regardless of sample turbidity except as described in the next paragraph. When response action under Part 201 or Part 213 requires evaluation of the dermal contact with groundwater for contaminants listed in R 299.5750 footnote (AA) an additional set of groundwater samples should be collected for organic substances analysis which should be filtered for analysis of the dissolved phase. The groundwater contact criteria equation estimates the dermal adsorption of hazardous substances that are in the dissolved phase. Therefore, when analyzing for contaminants that strongly adsorb to soil particles, those samples should be filtered so that contaminants in the dissolved phase can be estimated. Filters of appropriate material should be used to ensure the filter does not absorb dissolved contaminants that are not attached to particulates. Glass filters with no binders are acceptable and recommended. Some preliminary testing may be required to determine the appropriate filter medium and pore size. Documentation of the evaluation of appropriate filter medium and size must be provided to the MDEQ with the data.

GENERAL QUALITY ASSURANCE AND QUALITY CONTROL

In order to insure that representative data is used to evaluate facilities, quality assurance and quality control (QA/QC) procedures must be implemented to assure that the precision, accuracy, and representativeness of the data are known and documented. This includes appropriate sample distribution to evaluate the extent of contamination; appropriate sample collection, preservation, shipping, and analysis methodology; collection and analysis of collocated, replicate and split duplicate samples for evaluation of precision; and collection and analysis of field, equipment, and trip blanks as well as matrix spike, matrix spike/duplicate, and laboratory spike samples for analysis of accuracy. Sample distribution and collection are more completely discussed in Operational Memorandum No. 4. Sample handling, preservation, and holding times are discussed in Attachment 4 of this Operational Memorandum. Collection of duplicate, blank and spike samples is discussed below.

Collection of Duplicate Samples to Evaluate Precision

Precision estimates the reproducibility of measurements under a given set of conditions and is reflected in the field duplicate samples and laboratory duplicates analysis. Overall precision for a sampling set is a mixture of field sampling techniques and laboratory techniques. Three types of duplicate samples are relevant to this document: collocated, replicates, and split samples. Collocated samples should be collected and used to estimate the overall precision of a data collection activity. Sampling error can be estimated by inclusion of both collocated and replicated versions of the same samples. Definitions of these samples are listed below:

- Collocated samples are independent samples collected at the same location and at the same time and, for the purpose of these site assessments, processed and analyzed by the same laboratory. Collocated samples are not mixed together and then split into two or more samples. They are two separate samples from an identical site location. They provide a good estimate of precision information for the entire system, including transportation, sampling technique, homogeneity of the site, and laboratory analysis. Examples of collocated samples are samples taken from a moving stream, side by side soil core samples (nesting), two air quality samples taken from one common sample manifold, and two water samples taken from essentially the same point in a lake or lagoon. Collocated samples are used to estimate the



overall precision of a data collection activity. Sampling error can be estimated by including a replicate sample with a collocated sample.

- Replicate samples are samples that have been divided into two or more portions at the same step in the measurement process. Examples of replicate samples include two samples taken from a single purged well, samples collected in a common container and then put into separate containers or a soil sample which is thoroughly mixed in a tray and divided into separate containers. Replicate samples are processed and analyzed by the same laboratory.
- Split samples are replicate samples divided into two portions, sent to different laboratories, and subjected to the same environmental conditions and steps in measurement process. They serve as an oversight function in assessing the analytical portion of a measurement system. Samples are often split between the MDEQ and a facility owner or liable party.

Collection of Blank and Spike Samples to Evaluate Accuracy

Accuracy estimates the bias in a measurement system. Accuracy is difficult to estimate for the entire data collection activity. Sources of error include: sampling procedure; field contamination; preservation handling; sample matrix; sample preparation; and analytical techniques. Sampling accuracy can be audited through field, equipment, and trip blanks, while analytical (or laboratory) accuracy can be audited through spike samples and the surrogate recovery results.

A field blank is prepared by pouring distilled/deionized water directly into sample containers. This preparation is performed in the area where sample handling and preservation operations occur. The field blank sample is handled and shipped in the same manner as other analytical samples. Field blank sample analytical results are used to evaluate sample handling, preservation, and shipping procedures.

An equipment blank can be prepared by pouring distilled/deionized water through or over a piece of sampling equipment and collecting rinsate in a sample container. Results of equipment blank analysis are used to evaluate field decontamination procedures and to determine the likelihood of cross contamination.

A trip blank, which normally applies only to volatiles, is a sample that is prepared before any sampling is performed. This sample is shipped from the warehouse to the field and then to the laboratory. Results of trip blank analysis are used to evaluate possible contamination of containers/samples from the time the sample containers are prepared through the field event to the time the samples are received and analyzed at the laboratory.

Laboratory blanks are used to estimate variabilities caused by technique, in-house contamination, and other laboratory problems. Laboratory blanks are prepared by the laboratory.

Matrix Spike/Matrix Spike Duplicate (MS/MSD) samples and surrogates are samples that are spiked in the laboratory. MS/MSD samples for organic and inorganic water analyses require an extra sample volume. The actual MS/MSD sample is prepared by the laboratory to evaluate accuracy.

Field background, or upgradient samples may need to be collected on a site-specific basis and should be collected from a clean location and shipped with other samples from the site. These samples should be submitted to the laboratory as routine field samples and should not be defined as blanks.



To provide adequate QA/QC for site investigations, the following duplicate, blank and matrix spike samples should be taken. Duplicate and field blank samples should be taken at critical sampling locations, but not at the same location from which the matrix spike/duplicate sample is obtained. They should be sent to the laboratory as blind samples. Reduced QA/QC evaluations may be implemented on a case by case basis with approval of the MDEQ RRD Project Manager.

	Duplicate Samples ¹				Blank Samples		
QA/QC Sample Type	Collocated	Replicate	Split	MS/MSD	Field	Equipment	Trip
Recommended Number of QA/QC Samples	1 per 10 or fewer samples per matrix ² and analytical group ³ , at least 1 per day	When used: 1 per matrix and analytical group per day	When used: 1 per 1 for samples that will be split	1 per 20 or fewer samples per matrix and analytical group, at least 1 per day	1 per 20 or fewer samples per matrix and analytical group, at least 1 per day	1 per 10 or fewer samples per matrix and analytical group, at least 1 per day	1 per every volatile organic sample shipping container
QA/QC Sample Collection	Individual samples taken from the same location not mixed together and then split.	One sample divided into two or more portions then analyzed by the same laboratory	Replicate samples sent to different labs for analysis	Water samples require double volumes. Samples should be taken at critical locations but different from the field blank.	Fill the sample containers with deionized or distilled water in the area where sample handling and preserving operations occur. Handle and ship the field blank sample as other samples.	Pour deionized or distilled water over or through the sampling equipment and collect rinsate in the sample container. Handle and ship the field blank sample as other samples.	Fill the sample container with deionized water. This is prepared before any sampling is performed and travels to the field and the laboratory with the other sample containers.

¹ Normally no field duplicate is required for samples of waste containers or other high concentration samples.

² soil, groundwater, surface water, sediment, or drinking water, etc.

³ volatile organics, semi-volatiles, pesticides/PCBs, metals, cyanide, etc.

Note: Where method 8260+ volatile analysis for soils, sediments, sludges, and waste container samples is done, methanol blank samples should be collected by the laboratory for each methanol lot used. These lots should be tracked in the field and reported on the laboratory receipt form so laboratory correlations can be made.



SAMPLE CHAIN OF CUSTODY

An essential part of any sampling and analytical scheme is ensuring the integrity of the sample from collection to data reporting. The possession and handling of samples should be traceable from the time of collection through analysis and final disposition. This documentation, referred to as chain of custody, is particularly necessary if there is any possibility that the analytical data or conclusions based upon analytical data will be used in litigation. Regardless of the potential for litigation, these procedures are useful for routine control of sample flow.

A sample is under your custody if it is in your possession; is in your view, after being in your possession; was in your possession and you placed them in a secured location; or is in a designated secure area.

As few people as possible should handle the samples. The field sampler/sampling crew should track the chain of custody in the field on the individual sample data collection sheets and chain of custody tracking reports before shipment. Samples should be collected following the appropriate sampling procedures and documented on the sample data sheet. The equipment used to collect samples should be noted, along with the time of sampling, sample location, type and description, depth at which the sample was collected, and any other pertinent remarks. All bottles and jars should be properly labeled with sample number, date and time of collection, and location. Sample labels and tags should be affixed to the each sample container prior to or at the time of sampling. Sample seals should be used to detect any unauthorized tampering with samples from the time of sample collection to the time of analysis.

A record should be kept of data-collecting activities performed. A field logbook is a useful tool for keeping such records. Entries into the logbook may contain a variety of information such as site contacts, phone numbers, assigned laboratories, addresses, etc. Documentation of on site weather conditions and activities that take place during sampling events should be described in as much detail as possible so that persons going to the site can re-construct a particular situation without reliance on memory. The record for each sampling event should include the date, start time, names of all persons present, level of personal protection being used, and the signature of the person recording the information. Measurements made and samples collected should be recorded. All entries in field logbooks should be made in ink and no erasures made. If an incorrect entry is made, the information should be crossed out with a single strike mark. When a sample is collected, or a measurement is made, a detailed description of the location of sample collection (such as a map point which includes compass and distance measurements or Global Positioning System location information) should be recorded. Equipment used to make measurements should be identified, along with the date of calibration.

A chain of custody record should be filled out and should accompany every sample container shipped or delivered to the laboratory. This record becomes especially important if the sample data could be introduced as evidence in litigation. For each sample in the container, the chain of custody record should include the sample number, signature of the collector, date and time of collection, place and address of collection, sample matrix, and signature and inclusive dates of possession for each person involved in the chain of possession from the point of sample collection through sample analysis.



The following document is rescinded with the issuance of this attachment:

- Storage Tank Division Informational Memorandum 16, Policy regarding the appropriate use of saturated soil sampling results under the Leaking Underground Storage Tank (LUST) Program, dated October 21, 1998.

This memorandum and its attachments are intended to provide direction and guidance to foster consistent application of Part 201, Part 211, and Part 213 and the associated administrative rules. This document is not intended to convey any rights to any parties or create any duties or responsibilities under the law. This document and matters addressed herein are subject to revision.